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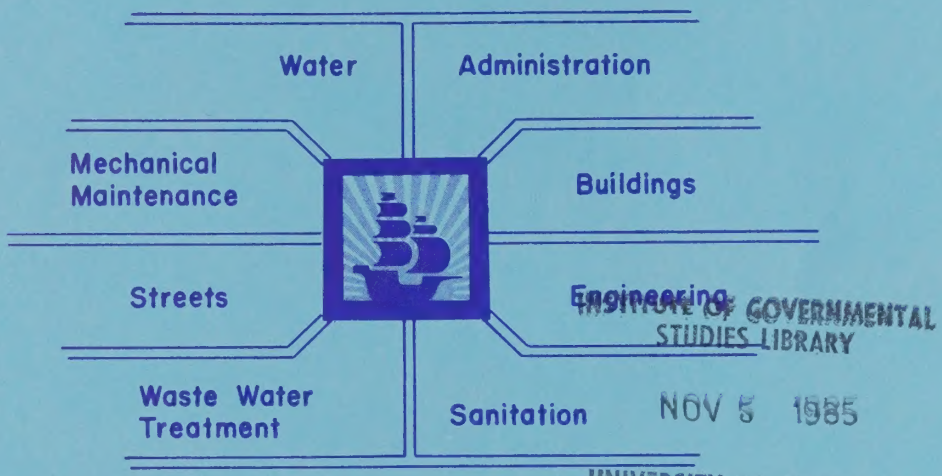
1984-1985

Department of
Public Works



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1984-85
Annual Report

City of Santa Maria

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Department of Public Works

September 30, 1985

Mr. Robert F. Grogan
City Administrator
City of Santa Maria
110 East Cook Street
Santa Maria, CA 93454-5190

Dear Bob:

We transmit this 1984-85 fiscal year report, which is the 15th, as has been the established tradition of this Department. Contained in this report for recordation are the significant departmental activities which have occurred during this time period.

We have attempted to include in this report material of statistical and historical value, as well as information of personal interest.

It should be pointed out that under "Personnel Notes" reference is made to the departure of Jeffrey S. Sinn, Assistant Director of Public Works, who left the City for employment with the City of Fountain Valley.

It is appropriate here to express our appreciation to the rest of the City staff for the cooperation and assistance which contributed to our departmental accomplishments. We are even more grateful for the understanding received for our failures. We look forward to the continuing opportunity to make a contribution toward the total City government's service to its community.

Very truly yours,

Reese N. Riddiough

REESE N. RIDDIOUGH
Director of Public Works

RNR:ab
Attachment

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1984/1985

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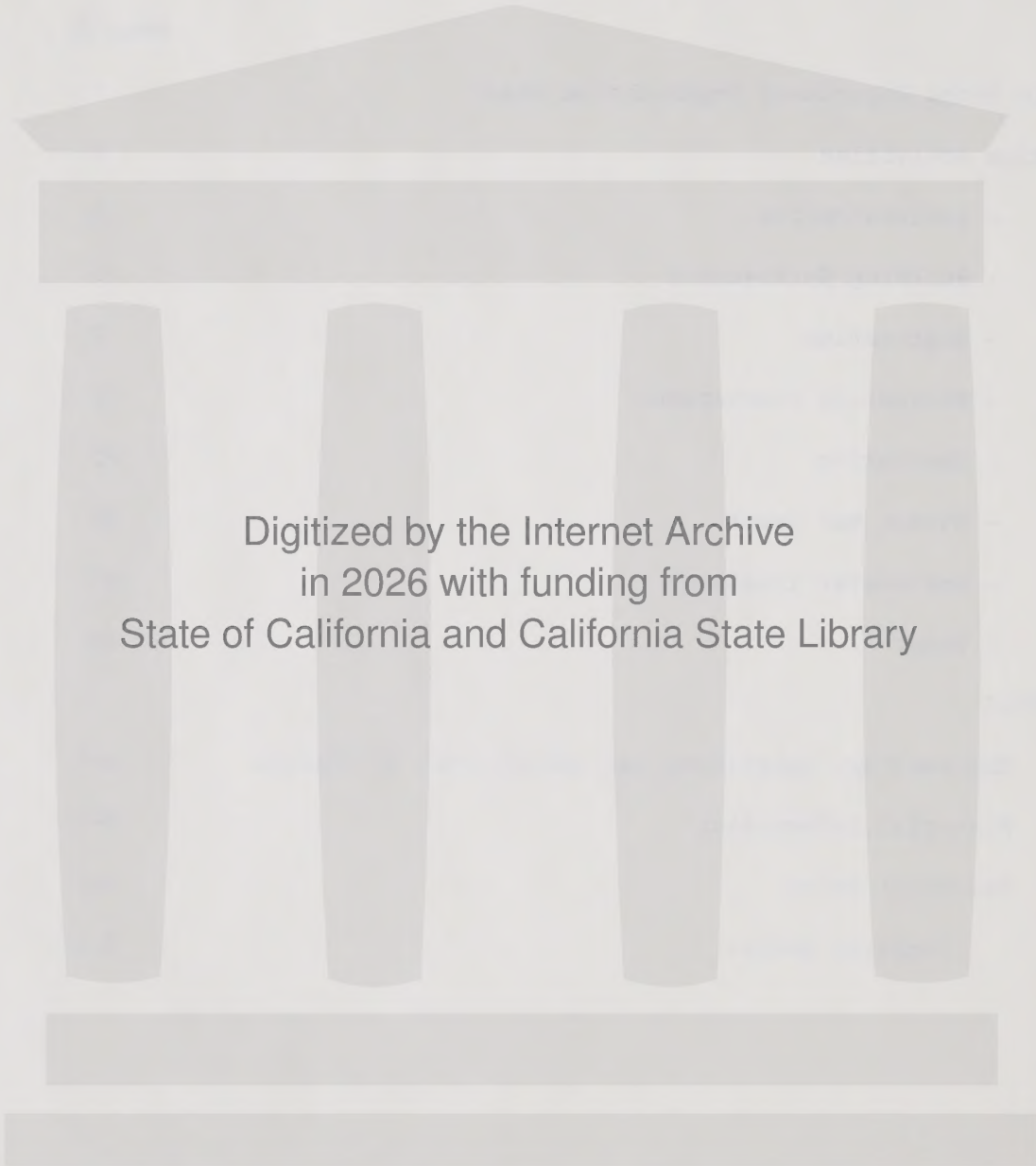

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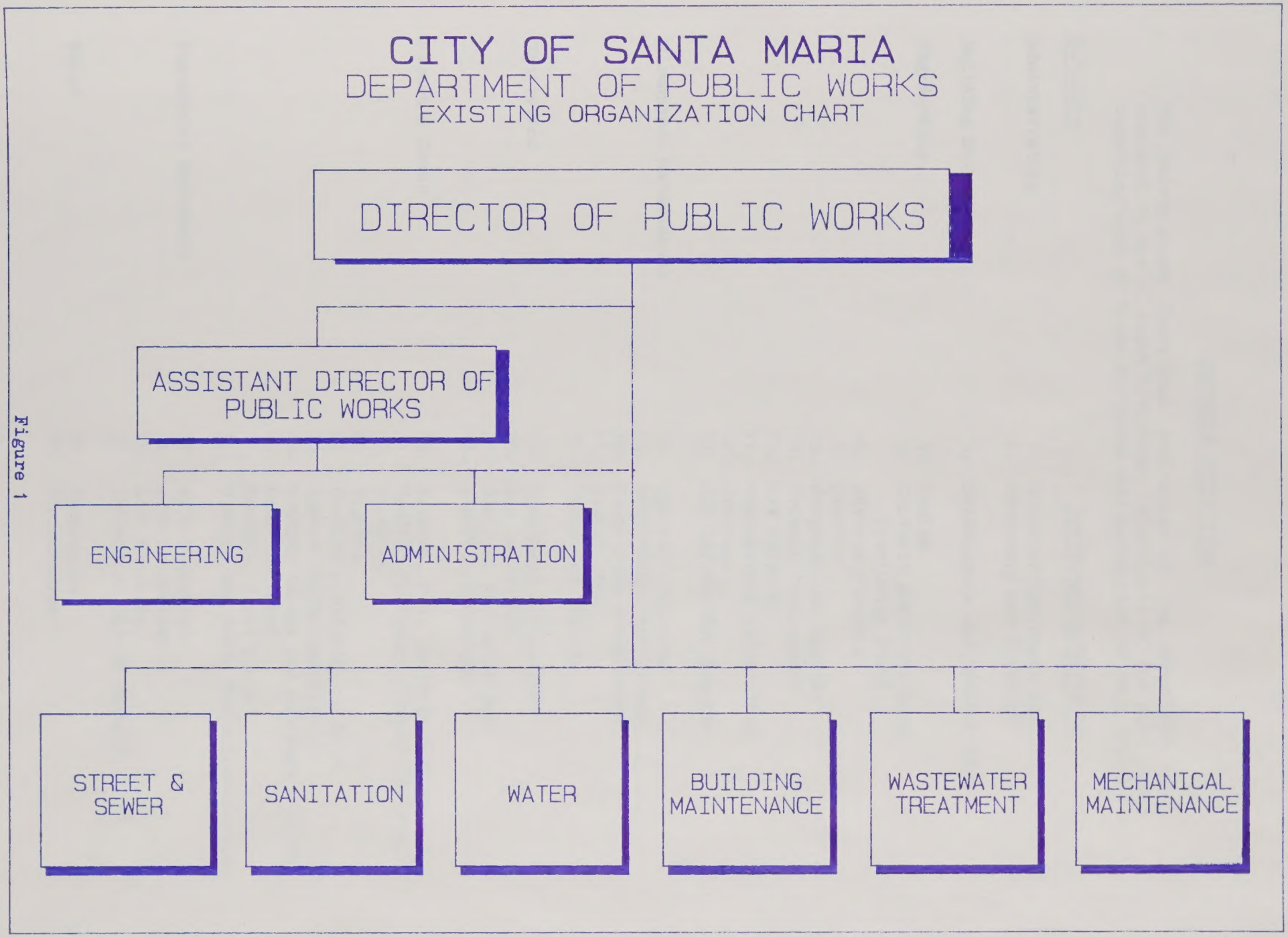

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
EXISTING ORGANIZATION CHART
DIRECTOR OF PUBLIC WORKS
ASSISTANT DIRECTOR OF PUBLIC WORKS
ENGINEERING
ADMINISTRATION
STREET & SEWER
SANITATION
WATER
BUILDING MAINTENANCE
WASTEWATER TREATMENT
MECHANICAL MAINTENANCE

Figure 1

DIVISION ACTIVITIES

The thirty-eight functional activities of the department are assigned to one of eight divisions. Highlights of the past year regarding each of these divisions are summarized in this report.

Division	Functional Activities
Administration	1. Director/Assistant Director 2. Secretary and Clerical
Building Maintenance	3. Maintenance and Modification
Engineering	4. Design 5. Contract Administration (including SMAT) 6. Advance Planning 7. Traffic 8. Graphics and Records 9. Private Development 10. R/W Property 11. Engineering Information 12. Drainage 13. EIR Information Reports
Mechanical Maintenance	14. Operator Training 15. Maintenance and Repair 16. Preventive Maintenance 17. Dispatching 18. Parts and Records
Sanitation	19. Container Collection 20. Can Collection 21. Disposal Fee Collection 22. Landfill Operation
Street & Sewer	23. Asphalt, P.C. Concrete Maintenance 24. Traffic Striping, Stencil Painting 25. Sweeping 26. Signing 27. Parking - Streets and Lots 28. Street Lights and Electric 29. Grading Alleys and Drainage Ditches 30. Weed Abatement 31. Maintain Sewer Lines 32. Stowell and Santa Maria Town Centers
Wastewater Treatment	33. WWTP Operations 34. WWTP Laboratory 35. Lift Stations 36. Industrial Source Control
Water	37. Production 38. Distribution

ADMINISTRATION DIVISION

This Division is responsible for administrative and clerical support of all activities of the Public Works Department, including coordination of program planning, budget preparation and control, personnel, supervisory training, administrative reports, maintenance of engineering records and investigation of complaints.

In 1984-85 Public Works installed an additional terminal, for a total of three, also connected by telephone line to the Hewlett Packard 3000 computer in City Hall. The terminal is mainly used as word processing stations, but also accesses assessors parcel information, utility billings and other programs available on the HP3000. The department's HP150 personal computer allows access to the HP3000, but we have developed programs, such as, Engineering Project Cost Analysis, Engineering Project Estimates, Bid Spread Sheets, and Progress Payment Work Sheets for Formal Projects; Organization Charts through Picture Perfect Graphics for the annual budget and this annual report.

The use of computers in the Public Works Department has proven to be a valuable tool to maximize the available staff time and to produce high quality work. The support staff has created four libraries within their word processing functions with the breakdown as follows:

PW Working Library - General correspondence and internal memos for each department as well as subdivision grant of easements, and permit approvals all of which are of short duration and culled continually. Documents on line average 1-2 hundred.

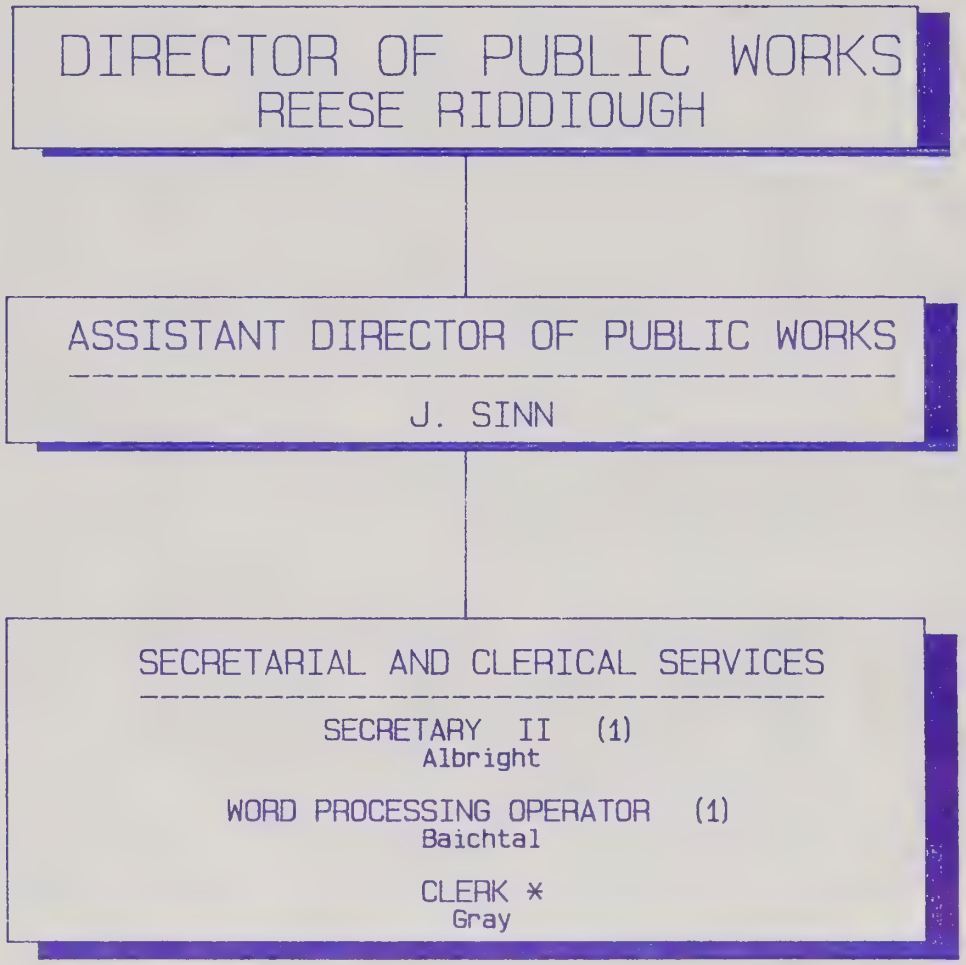
PW2 Permanent Library - All forms, data, news releases, standards and templates for all eight divisions. Also the annual report, budget requests and agreements by division are maintained and updated. Documents put on line this year are approximately 250 with the goal of doubling next year.

SPEC Permanent Library - All Public Works Standard Specifications and specifications for projects out for bid are maintained in this library as well as all pertinent data relating to the project from inception to the completion of the job.

PWS Confidential Library - All information regarding personnel within the Department.

Total amount collected for street encroachment permits for fiscal year 1984-85 amounted to $8,390.84. Total permits issued by the Public Works Department were 137, with one void. Standard Specifications and Drawings, Contract Plans and Specifications and miscellaneous revenue was $4,335.50.

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ADMINISTRATION DIVISION
EXISTING ORGANIZATION CHART



* Permanent Part Time

Figure 2

BUILDING MAINTENANCE DIVISION

The Building Maintenance Division has the responsibility for maintenance and modification of city buildings. The tasks involve all functions in the operation and upkeep of city buildings within the responsibilities, skills and capabilities of this Division.

The total tasks completed during fiscal year 1984-85 categorized into materials and contract services amounted to $52,513.11; $19,929.77 was contract service with 19,411.5 staff-hours which includes full time, permanent part time, part time custodians and work aides of which 396 man hours were Neighborhood Youth Corps, see Figures 4, 5 and 6.

Highlights of tasks completed for fiscal year 1984-85 were as follows:

1. Painting exterior of City Hall.

2. Remodeling Library Reference Section for computer room.

3. Painting exterior of Police Station.

4. Installation of new kitchen stove hood at Veteran's Memorial Building.

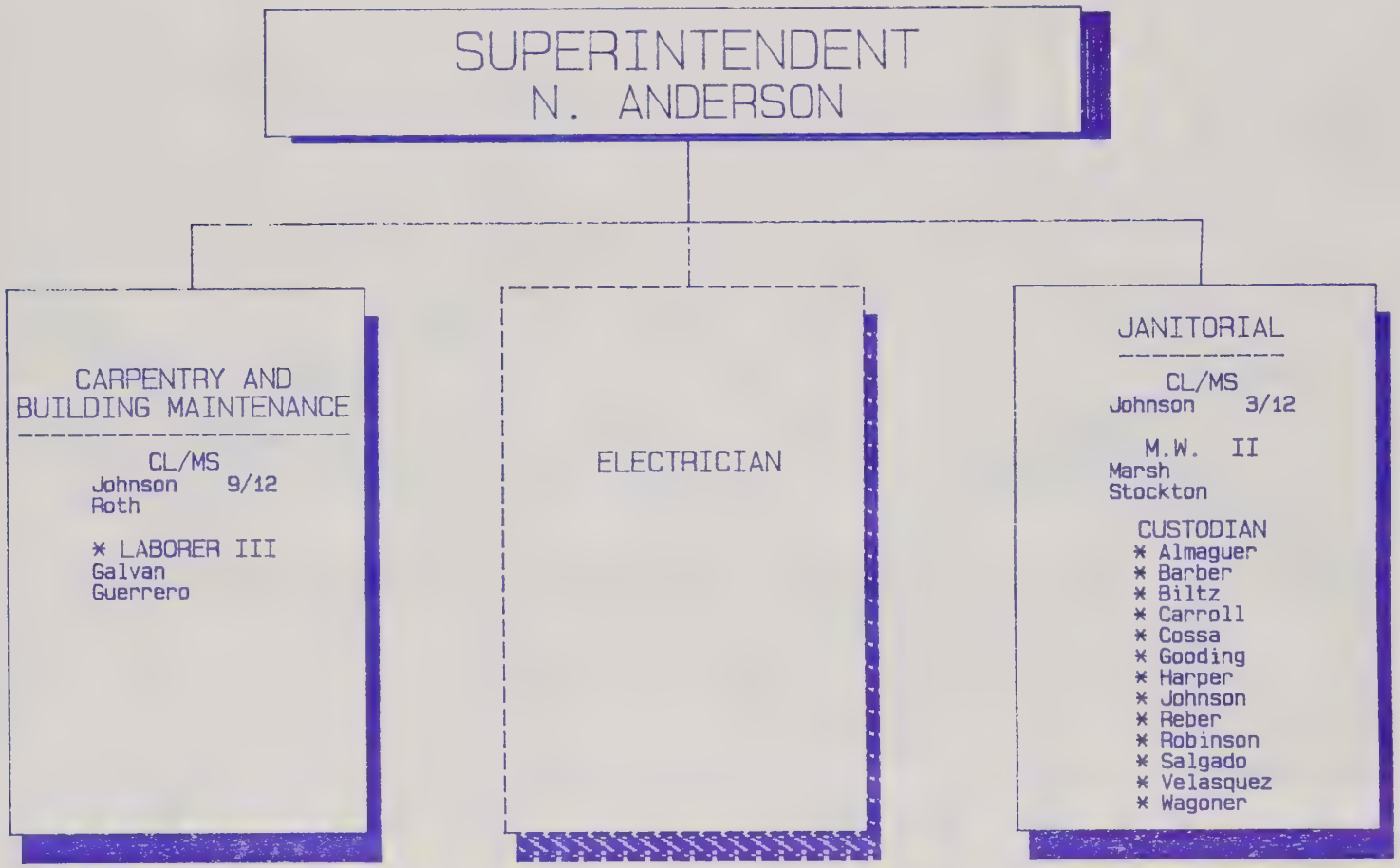
5. Remodel room for 911 telephone system at Police Station.

6. Replace electrical service and install computer cable at Library.

7. Installation of 22 kilowatt emergency generator at the Public Works Center for installation cost of $163.62 which was shared by the Divisions in Public Works.

Note: Since this unit has been placed into service, April 27, 1985, Public Works has had two outages in which the unit has come onto line automatically and supplies electricity maintaining the Public Works Center during these outages.

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
BUILDING MAINTENANCE DIVISION
EXISTING ORGANIZATION CHART



* Part-time

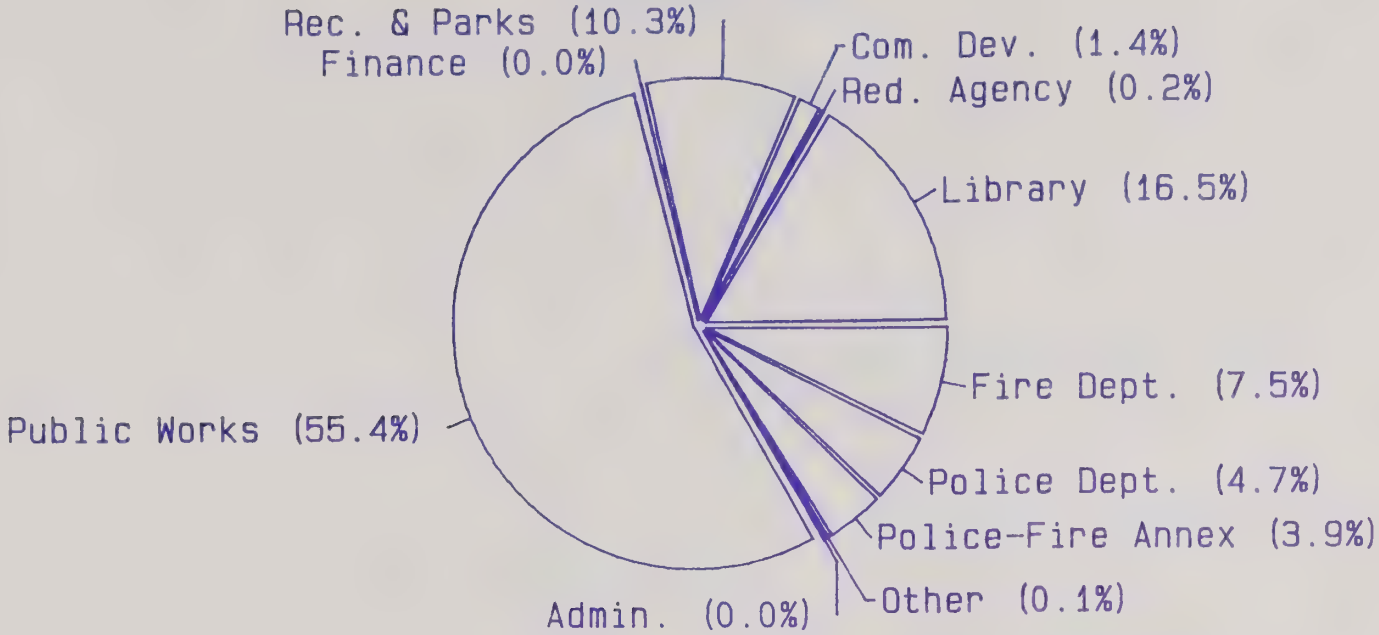
Figure 3

CITY OF SANTA MARIA

BUILDING MAINTENANCE DIVISION

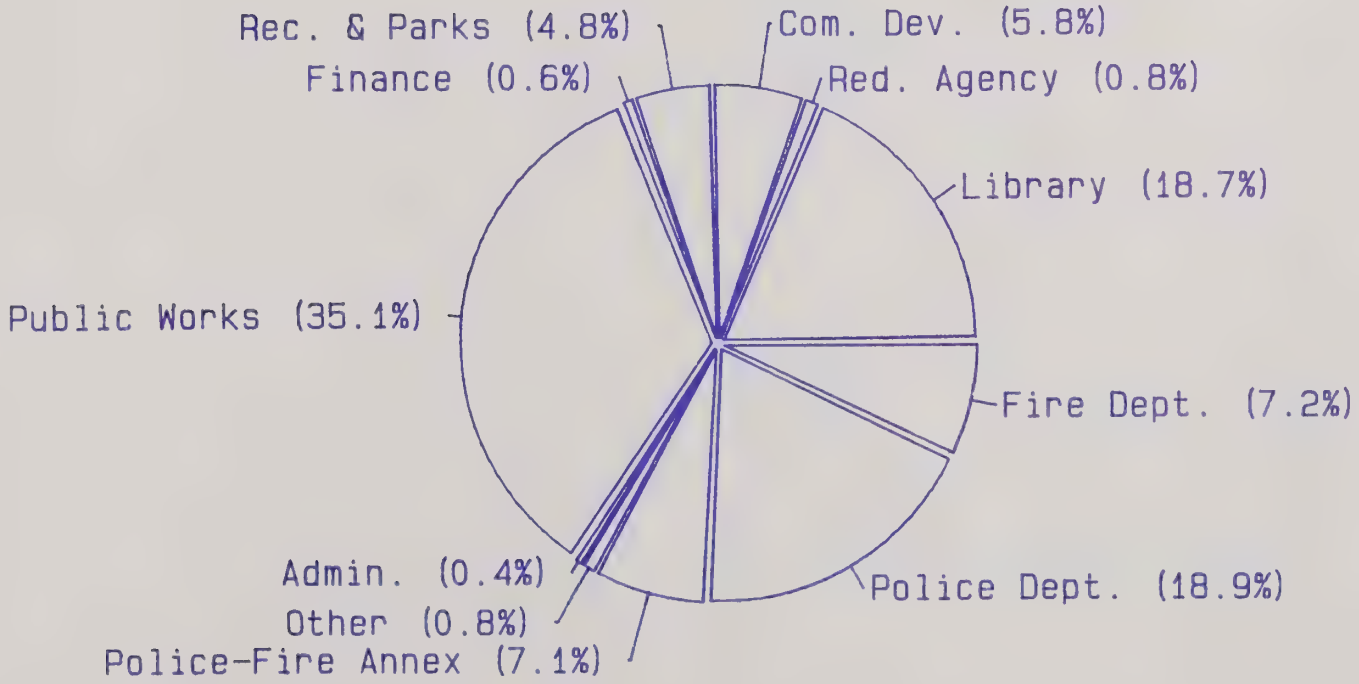
WORK PERFORMED FOR DEPARTMENTS

Materials Cost



TOTAL COST= $52,513.11

Total Hours



TOTAL= 19,411.5
(Incl. 396 Borrowed Time)

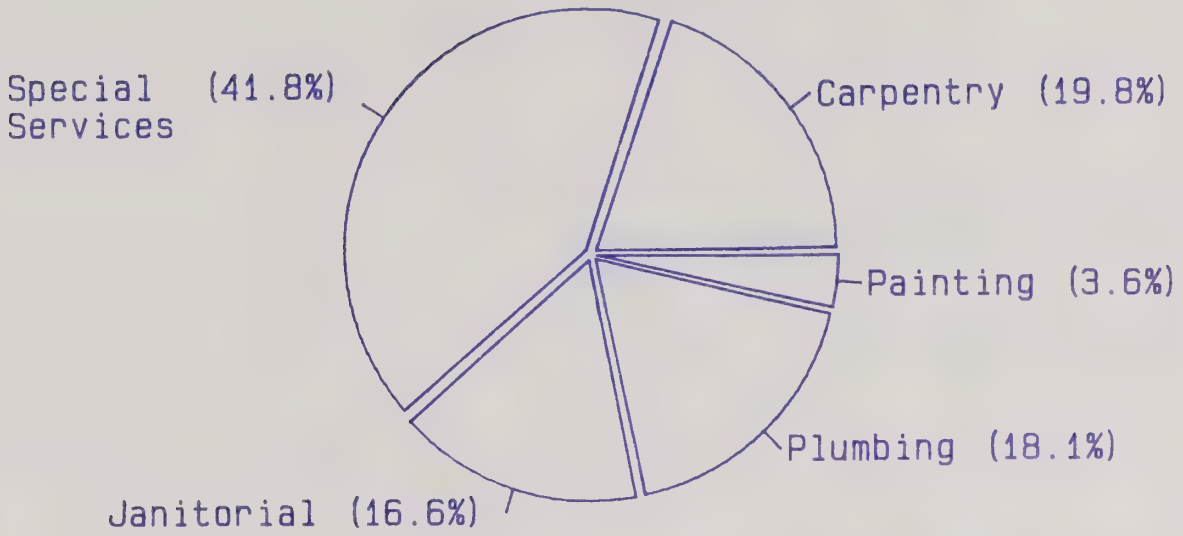
Figure 4

CITY OF SANTA MARIA

BUILDING MAINTENANCE DIVISION

WORK CATEGORY PERFORMED

Materials Cost



TOTAL COST= $52,513.11

Total Hours

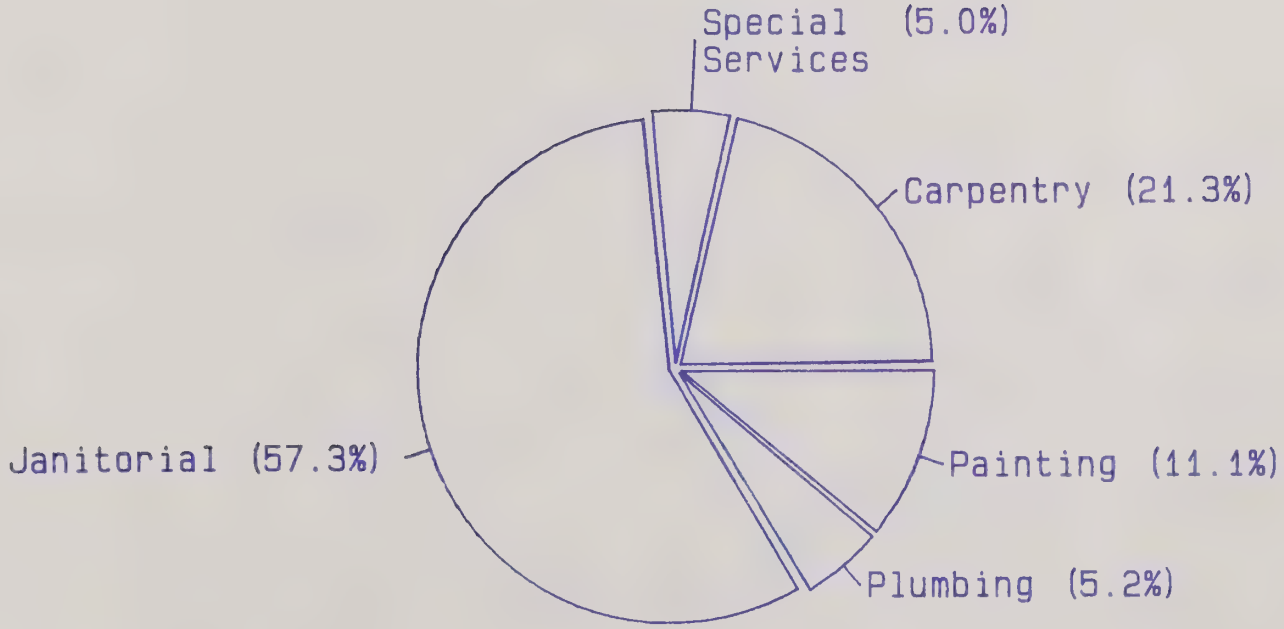


Figure 5

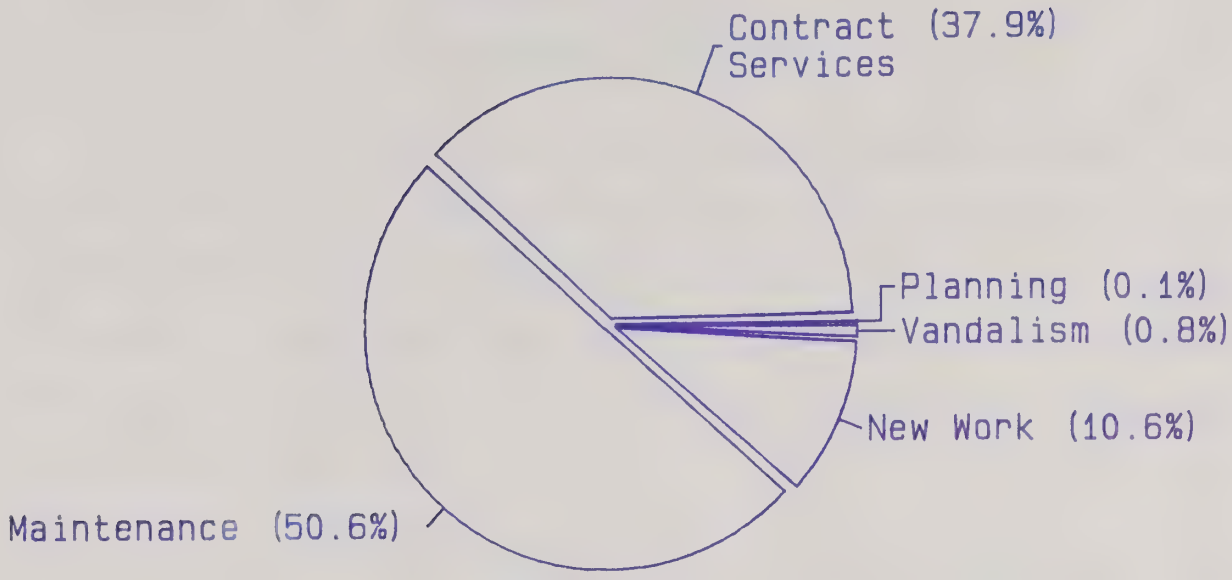
TOTAL= 19,411.5
(Incl. 396 Borrowed Time)

CITY OF SANTA MARIA

BUILDING MAINTENANCE DIVISION

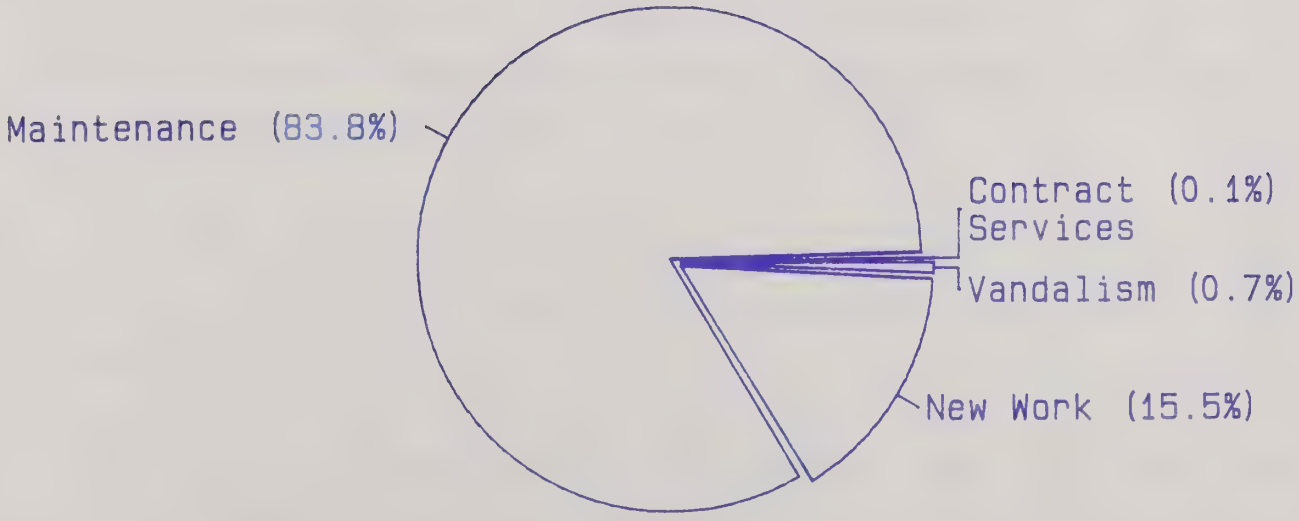
WORK TYPE/CAUSE PERFORMED

Materials Cost



TOTAL COST= $52,513.11

Total Hours



TOTAL= 19411.5
(Incl. 396 Borrowed Time)

Figure 6

ENGINEERING DIVISION

This Division was responsible for two major construction projects during the past fiscal year, the McElhany Storm Drain and the 1982 Water Line Project. Their combined final construction costs were in excess of $1.6 million. Additionally, a major park (Hancock) was completed for the Recreation and Parks Department. Public Works also completed the annual Street Maintenance and Weed Abatement Programs.

The $1.3 million dollar lawsuit filed last year by the Wastewater Treatment Plant contractor was settled for an amount favoring the City of Santa Maria.

A Pavement Management System was implemented during the fiscal year. All City streets were visually inventoried and their condition entered onto a computer program. This program prioritizes streets, recommends treatment strategies and prints estimates of costs for budgetary purposes. This year's street maintenance project (Street Maintenance - 1985, Bid No. 86/1) utilizes the Pavement Management System for the first time.

Private development activity continued at a very high level throughout the year. Industrial developments showed a significant increase over the previous year.

There was one change in the personnel complement for the Division, Figure 7. A new Engineering Aide was hired to replace the incumbent aide who terminated employment.

Figure 8 shows the major activities of this Division, plus their respective approximate costs as a percentage of the total Division salaries. Total includes regular, overtime and part-time salaries. This total was $309,337.95 for fiscal year 1984-85.

Total authorized budget for 1984-86 is $946,350. During 1984-85, the first year of this two-year budget, the amount expended or encumbered was $463,057, or approximately 33% of the funds authorized.

Private development and subdivision activity shown on Figure 8 include:

1.	Building site report for the permit application		109
2.	Subdivision reports for Subdivision Committee meetings		23
3.	Subdivisions recorded: 17; New Lots:	Residential:	320
		Commercial:	9
		Industrial:	28

Traffic Engineering and Traffic Committee activity shown on Figure 8 include:

1.	Curb zone and parking investigation	10
2.	Speed zone studies	18
3.	Truck complaints	4
4.	Intersection studies	26
5.	Traffic signal studies	1
6.	Miscellaneous traffic controls	10
7.	Traffic studies and building sites	2
8.	Annual traffic count summary	

9. Studies:

   A. Broadway/Battles

   B. College/Donovan Way

   C. Santa Maria Way

   D. North Broadway

Current engineering projects, shown on Table 1, include any project accepted as complete by the City Council during the past year. These projects, prior to construction, had a set of plans and specifications prepared or reviewed by this Division. Facts included on Table 1 are the final contract amount, dates of Council award and final acceptance, and the percentage of engineering cost for the entire project based on the final contract price.

As recorded by this office, rainfall for the 1984-85 season was 8.70 inches which is well below the average of 13.66 inches for the City.

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION
EXISTING ORGANIZATION CHART

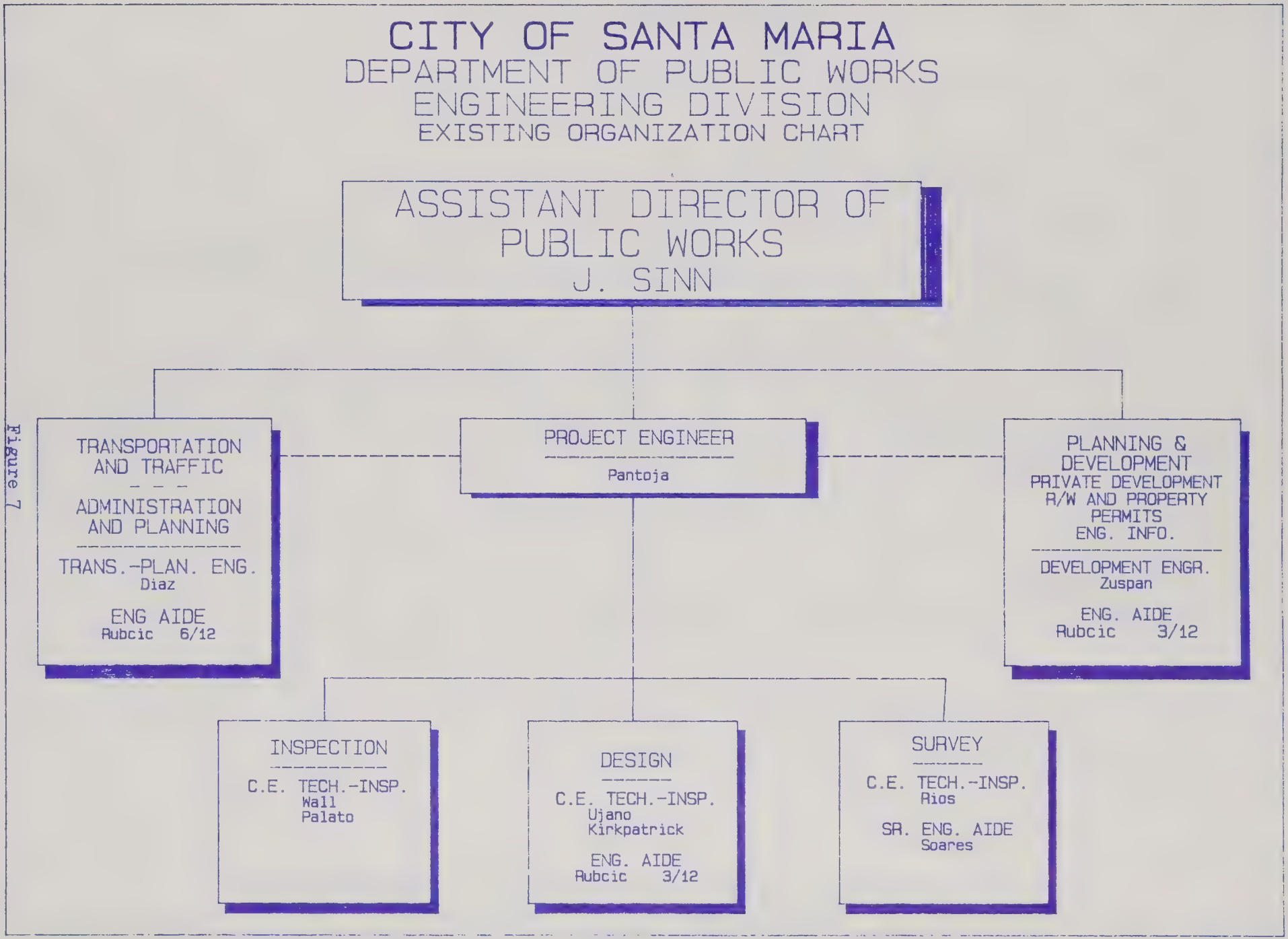
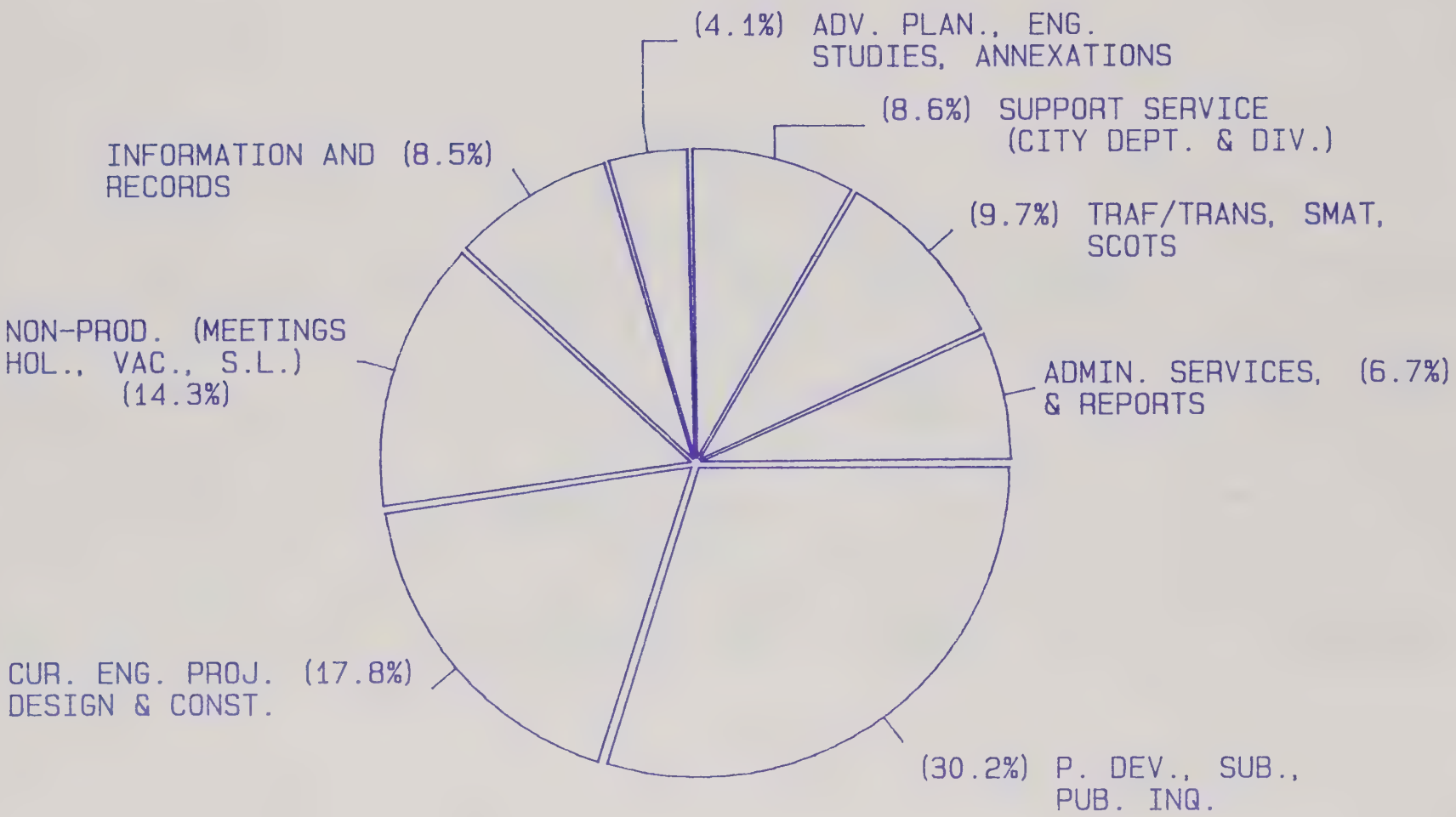


Figure 7

CITY OF SANTA MARIA

Engineering Division

Staff hour Assignments 1984-85


(4.1%) ADV. PLAN., ENG. STUDIES, ANNEXATIONS
(8.6%) SUPPORT SERVICE (CITY DEPT. & DIV.)
(9.7%) TRAF/TRANS, SMAT, SCOTS
ADMIN. SERVICES, (6.7%) & REPORTS
(30.2%) P. DEV., SUB., PUB. INQ.
CUR. ENG. PROJ. (17.8%) DESIGN & CONST.
NON-PROD. (MEETINGS HOL., VAC., S.L.) (14.3%)
INFORMATION AND (8.5%) RECORDS

TOTAL SALARIES: Regular Salaries, Overtime and Part Time

1984-85 TOTAL: $309,337.95

Figure 8

ARENGSHA

ENGINEERING DIVISION
TABLE 1
FISCAL YEAR ENGINEERING PROJECTS

(Project Construction Started and/or Completed;
7/1/84 to 6/30/85)

BID NO.	PROJECT DESCRIPTION	FINAL CONST. COST	COUNCIL AWARD	COUNCIL ACCEPTANCE	PERCENT ENGR/ COST/PROJECT	CONTRACTOR
83/8	Water Line Project - 1982	$764,148.40	6/2/83	6/7/84	4.45%	R. Baker
84/5	McElhany Storm Drain	$914,998.81	1/1/83	11/20/84	3.29%	R. Baker
84/6	Hancock Park	$126,502.00	11/1/83	8/7/84	1.27%	Spiess Construction
84/10	Reroof Upper Portion of Fire Station No. 2	$6,821.00	6/5/84	8/7/84	1.34%	Santa Barbara Roofing Inc.
84/11	Purchase of Five Mini-Busses	$165,239.00	8/7/84	4/4/85	0%	National Coach
85/1	Street Maintenance - 1984	$151,759.25	8/7/84	11/6/84	.16%	M.J. Hermreck
	Simas Park Recreation Bldg. Demolition & Site Clearance	$10,905.55	11/20/84	4/2/85	1.11%	(No Bids Received)
85/4	Chemical Weed Abatement - 84-85	$15,085.09	1/8/85	1/30/85	.20%	Delta Ornamental Spraying

MECHANICAL MAINTENANCE DIVISION

This Division is responsible for the management of the City's entire fleet of operations vehicles and other similar equipment. The mobile and stationary fleet has approximately 260 gasoline and diesel-powered equipment of various sizes and types. The major portion consists of passenger vehicles and trucks, the remainder includes miscellaneous power equipment from lawn edgers to a Caterpillar D-8 bulldozer.

The maintenance program includes "in-house" minor and major engine repairs, tune-ups, general repairs, metal fabrication, minor body repairs, brake repairs, tire repairs, lubrication and an effective preventive maintenance program. An analysis is performed on each job to assure best overall economy and safety. This has resulted in operating the Division with a minimum dollar budget. This Division is unique in that it operates as a "pool" rental system for all the mechanical equipment used by all the departments and divisions and entails the development of the specifications for purchasing of same; keeps detailed records for equipment cost analysis and setting of the rental rates for vehicles as well as the City radio communication units.

During the fiscal year, fleet vehicles traveled 1,424,415 miles, a decrease of 3.8% from last year, using some 244,889 gallons of fuel, an increase of 3.2% from last year. Service fuel delivery tickets used during this period were 15,739.

The Division used 2,621 shop repair orders. This is an increase of 174 over that used last year.

The Division used approximately 257 man-hours to assist the other City departments on specialized projects, such as fabrication and welding. The cost of personnel, equipment and material for this service is reimbursed through "Inter-departmental" billing.

A budget balance is sustained through revenue from the Pool Rental Program and other reimbursements, as follows:

COMM. AND RENTAL	$ 72,090.00
a. Assigned and unassigned vehicles	$2,080,088.72
b. Private party accident insurance	3,088.72
c. Sale of surplus vehicles and equipment	22,100.00
d. State of California gasoline road tax rebate	-0-
e. Services provided to other agencies	31,849.26
Total	$2,209.216.70

Police patrol and Santa Maria Area Transit (SMAT) accounted for the greatest miles traveled during 1984-85 fiscal year. Police patrol operated 14 black-and-white units for a total of 364,114 miles or an average of 2,167 miles per unit per month for the 12-month period.

SMAT operated nine mini-buses (11 after May 1985) in providing door-to-door, fixed route and health services transportation compiling a total of 303,618 miles traveled for the year or an average of 2,811 miles per unit per month.

The Sanitation Division received and put into service, at the City's Landfill, a Diesel Powered Compactor in December 1984. The Compactor uses

an average of 895 gallons of fuel per month as compared to the Caterpillar D-8 Bulldozer which uses an average of 1,849 gallons per month.

Petroleum dealers are still optimistic that fuel supplies will remain stable; however, as in the past, fuel supply shortages may occur in the future. Therefore, this Division will continue to seek fuel saving methods, i.e., down-size replacements where possible, encourage fuel saving driver's techniques (CAM 81-1) and investigate alternative fuels.

Figure 10 depicts man hours for the various segments of this Division's work.

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
MECHANICAL MAINTENANCE DIVISION
EXISTING ORGANIZATION CHART

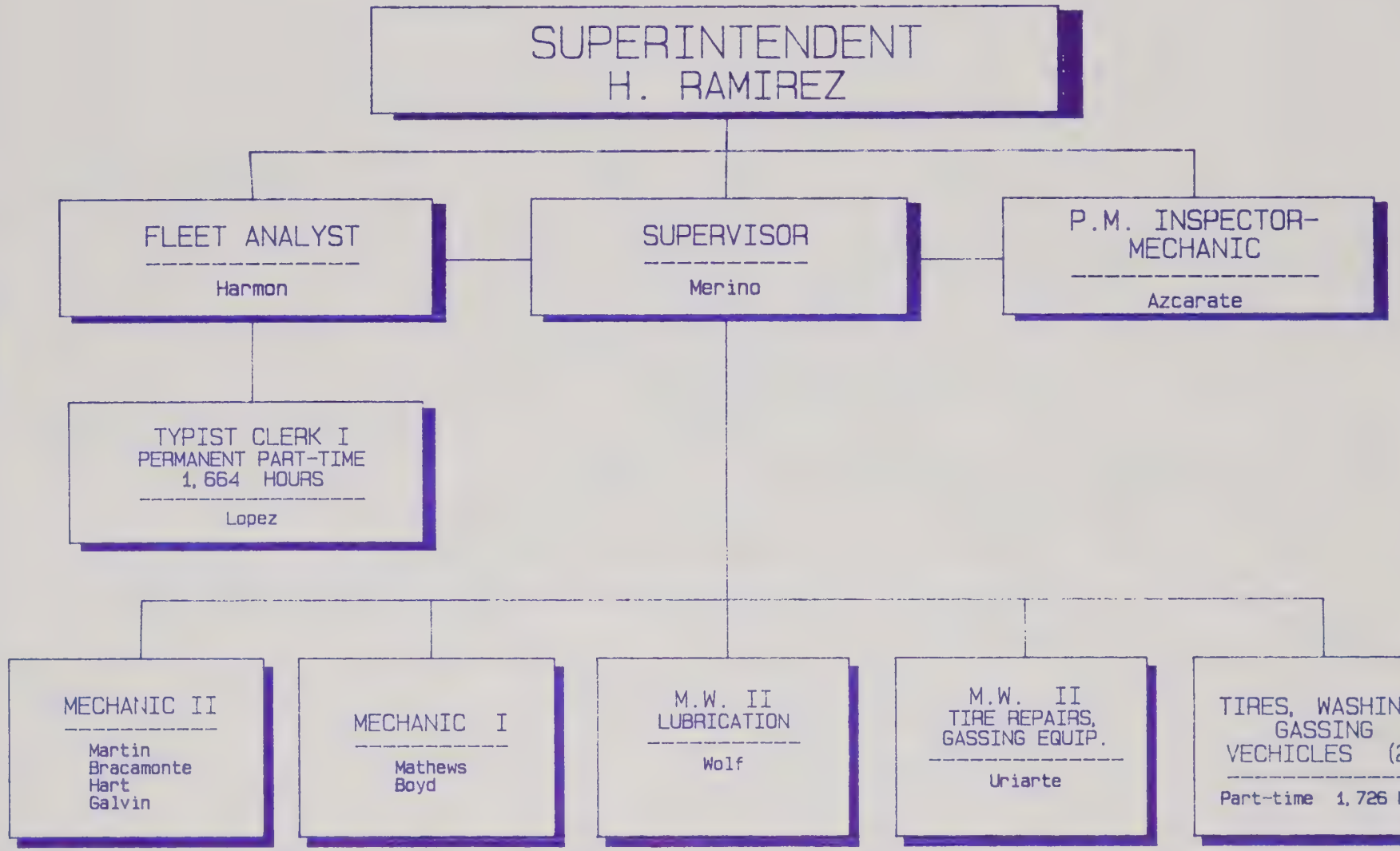


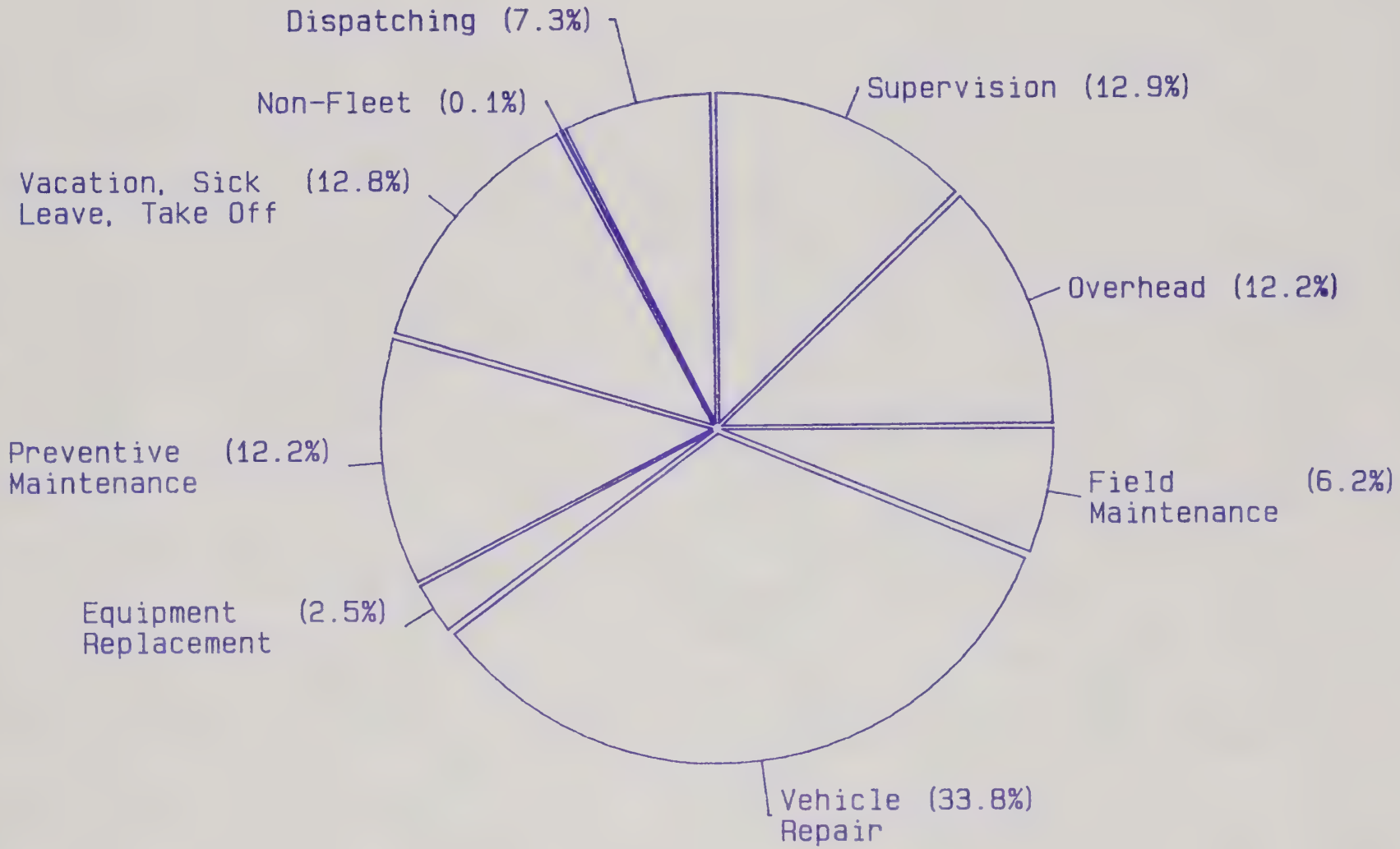
Figure 9

CITY OF SANTA MARIA

MECHANICAL MAINTENANCE

Man Hour Chart

1984-85



TOTAL MAN HOURS: 25,712

ARMMMHC

Figure 10

SANITATION DIVISION

Collection

The collection section of the Sanitation Division is responsible for the collection of mixed refuse from approximately 11,315 residential and commercial accounts (an increase of 3% over last year) using City personnel and equipment. Residential refuse is collected twice each week and the commercial accounts are serviced from one to six times each week.

As of February 1985 the collections are made on Monday/Thursday by one 2-man rearloader crew and seven 1-man sideloader crews. Tuesday/Friday, Wednesday/Saturday by one 2-man rearloader crew and six 1-man sideloader crews. The commercial accounts are picked up by three frontloader drivers.

Since the newspaper program was initiated on February 1, 1974, the program has not progressed as planned. The market has become unreliable due to its fluctuating status. Along with this, it has become increasingly more difficult to find a creditable and reliable buyer. Therefore, the newspaper program has been stopped until an efficient and economical program can be implemented. Endeavors are ongoing to formulate a future program.

Capital improvements added this year consists of 50 new refuse bins purchased for new accounts.

Figure 12 is a comparison of the number of miles traveled by all Sanitation Division trucks for each calendar year. The 1981 reduction in residential miles traveled is a result of districting of the City for collection

purposes along with the balancing of all the collection routes, implemented June 2, 1980. The drop off in miles traveled in 1974 can be attributed to the energy shortage and a resultant change in operation. The increase in 1975 is caused by new construction and, when the new scales were available early in 1975, the Highway Patrol pointed out in the form of a warning, that some of our trucks were overloaded. As a result, more trips were made to the Landfill with lighter loads.

Figure 13 indicates the number of accounts for the residential and commercial service over the past 12 years. A point to be noted is the 1979 account figures were taken from the number of water meters in the City which included accounts serviced by Health Sanitation Service. Commencing with 1980, the accounts are actual per computer print out.

Figure 14 shows the total tons hauled for both residential and commercial customers the past 5 years for the calendar year.

Disposal

The disposal section of the Sanitation Division is responsible for operation of the City Landfill along the easterly terminus of East Main Street. This involves the spreading, compacting and covering of all refuse produced in the City, as well as all produced by residents adjacent to the City in San Luis Obispo and Santa Barbara Counties. This also includes estimating small pickup loads and collecting cash or issuing charge tickets for all loads dumping at the Landfill. Some of the associated activities are comprised of constructing and maintaining the access road and erecting fences for the control of blowing paper.

Increases in dumping fees were instituted during the fiscal year; March 5, 1985 + 15%.

In December 1984 an additional piece of equipment was purchased (Landfill Compactor) due to increased activity.

Figure 15 shows the acreage used through the calendar years from 1966 to 1984. The variation from a normal increase each year, starting in 1968-69 to present, is caused by the different types of land being used (reuse of the old dump versus clean land). The reduction in land used in 1975, 1976, 1977 and 1982 and 1983 was caused by raising the height of the finished fill higher than in previous years, in addition to the clean land now being used. Increased land useage generally is the result of not going above the levee height to make a contoured hill and increased use of the Landfill by the public. In March 1983, 84 additional acres were purchased adjacent to the existing facility.

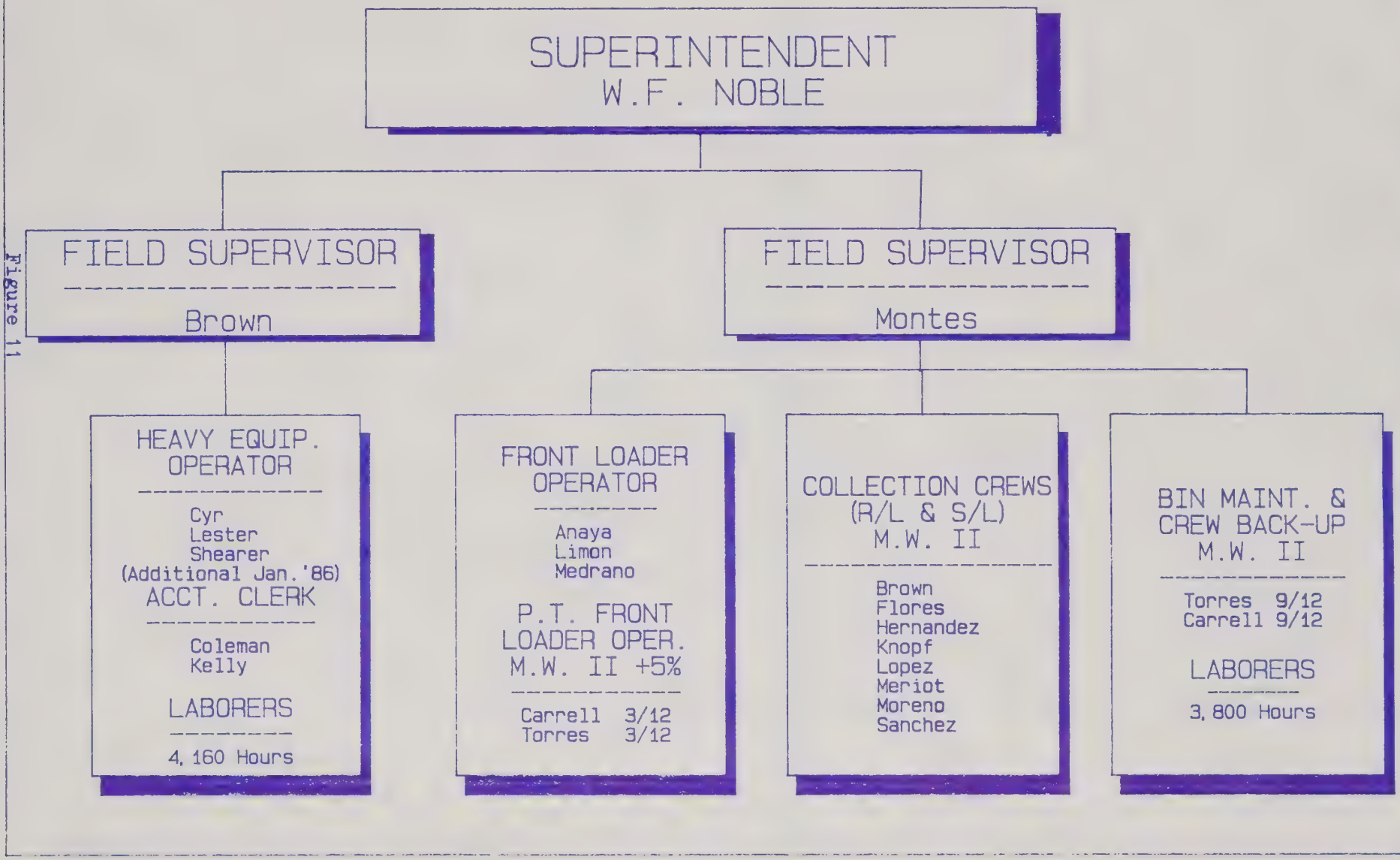
Approximately 238.48 acres of clean land are remaining for the existing Landfill operation as of June 30, 1985.

Figure 16 indicates the total number of tons received at the Landfill for the various calendar years since operation of the scales commenced and the average tons received per day for the calendar year beginning in 1980. These figures are reported on a quarterly basis to the Regional Water Quality Control Board in compliance with Order No. 72-74 adopted October 12, 1972.

Figure 17 indicates the total loads for the year and average number of loads/day received at the Landfill beginning with calendar year 1981.

Figure 11

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
SANITATION DIVISION
EXISTING ORGANIZATION CHART



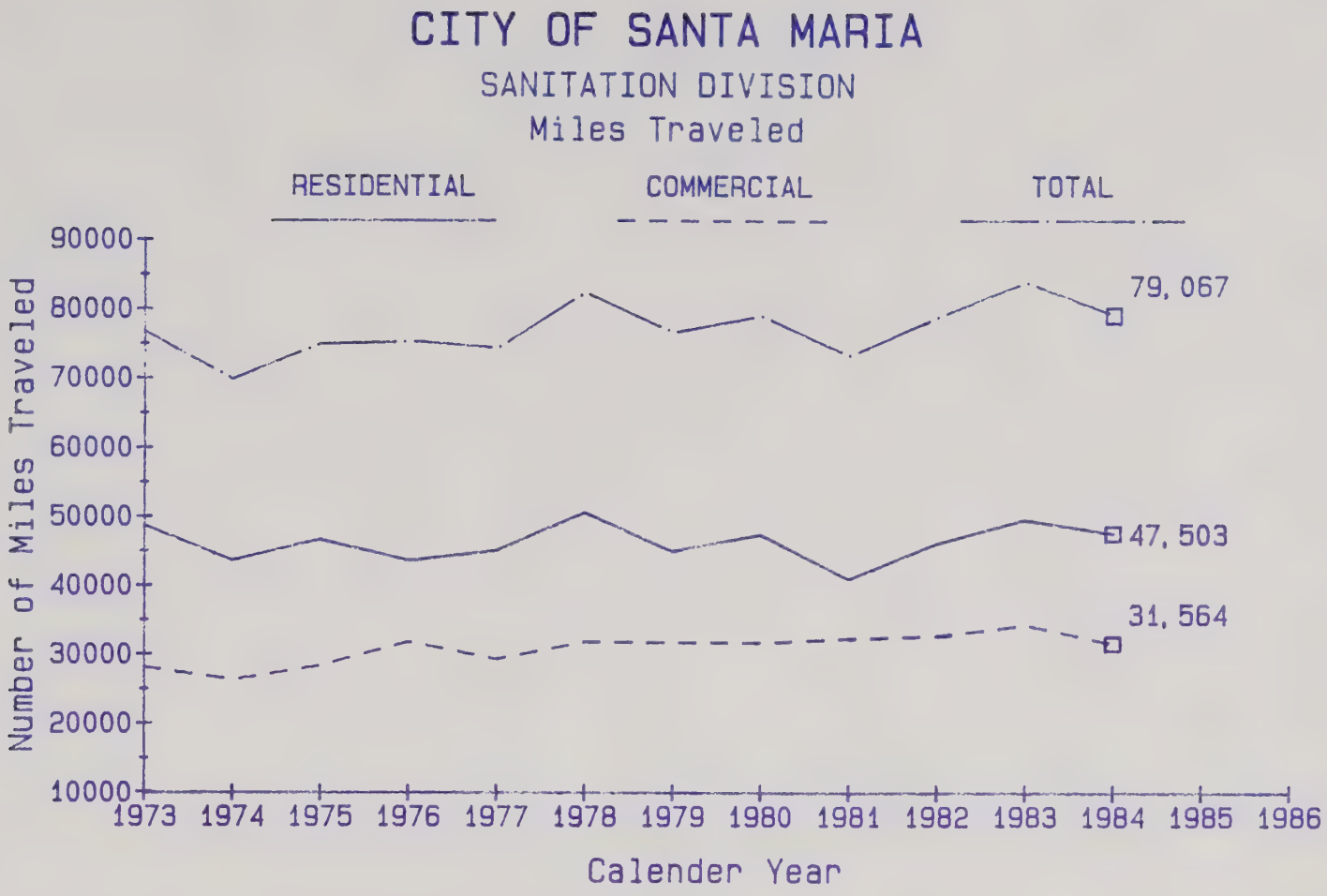


Figure 12

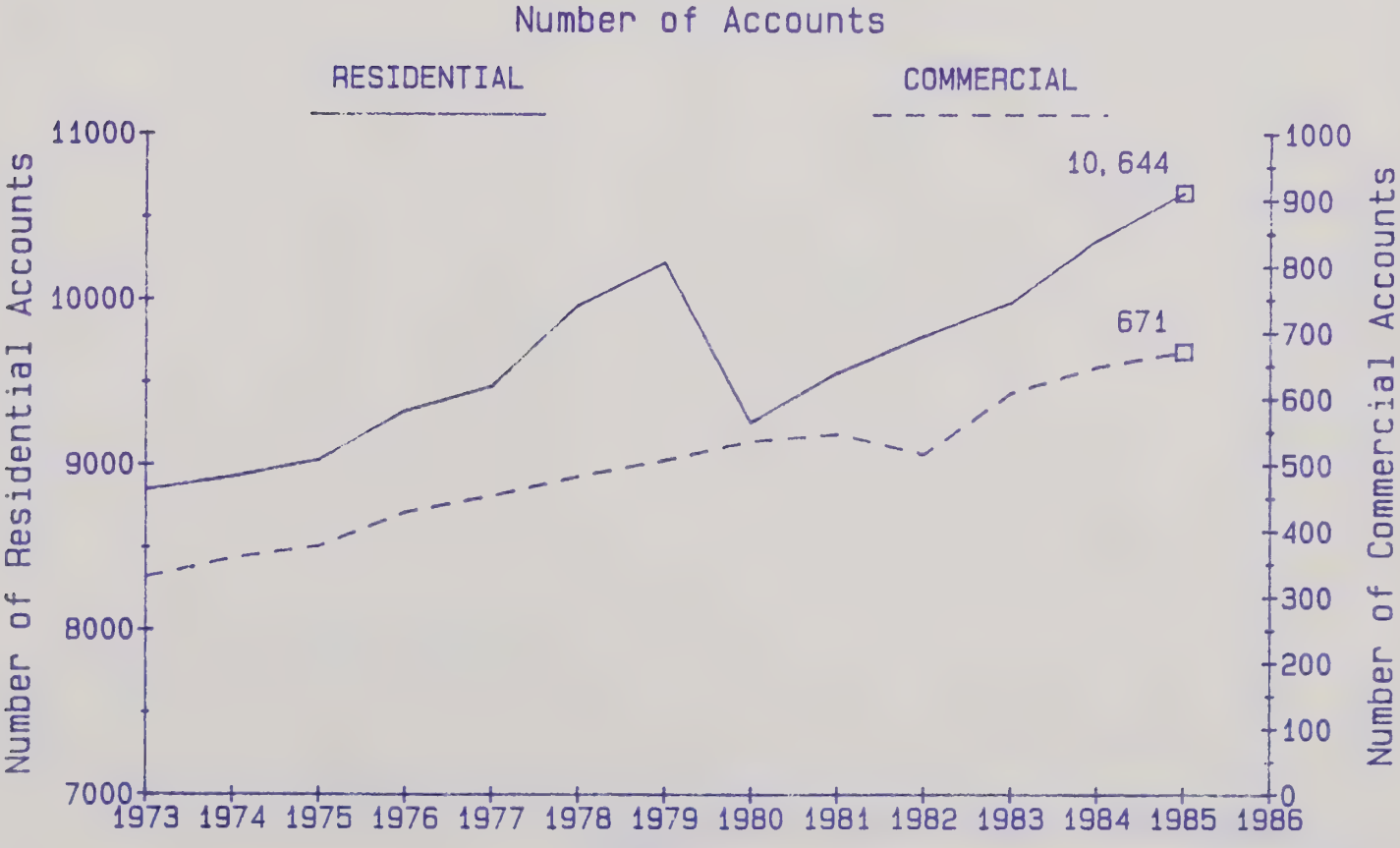


Figure 13

ARSAD (MT-A)

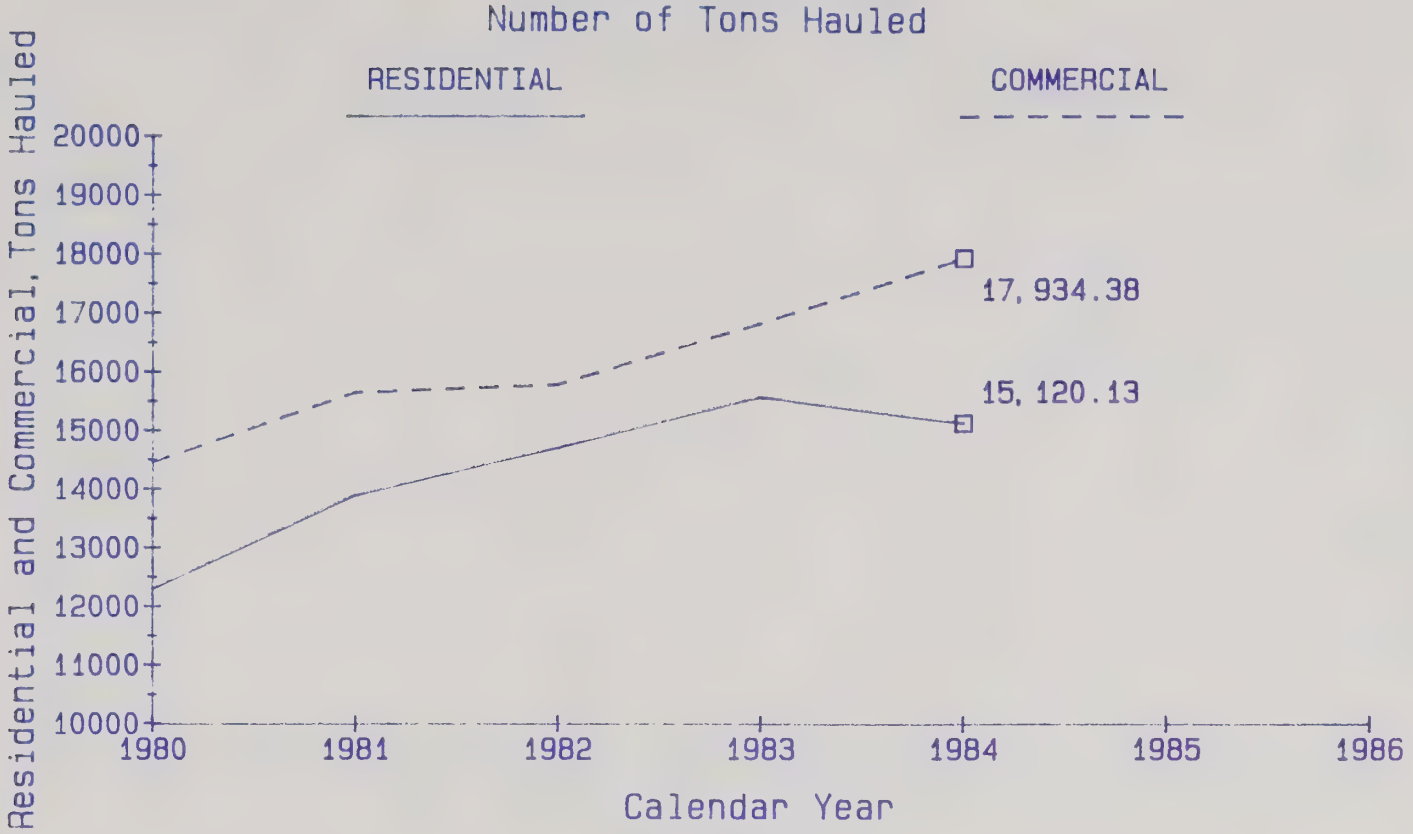


Figure 14

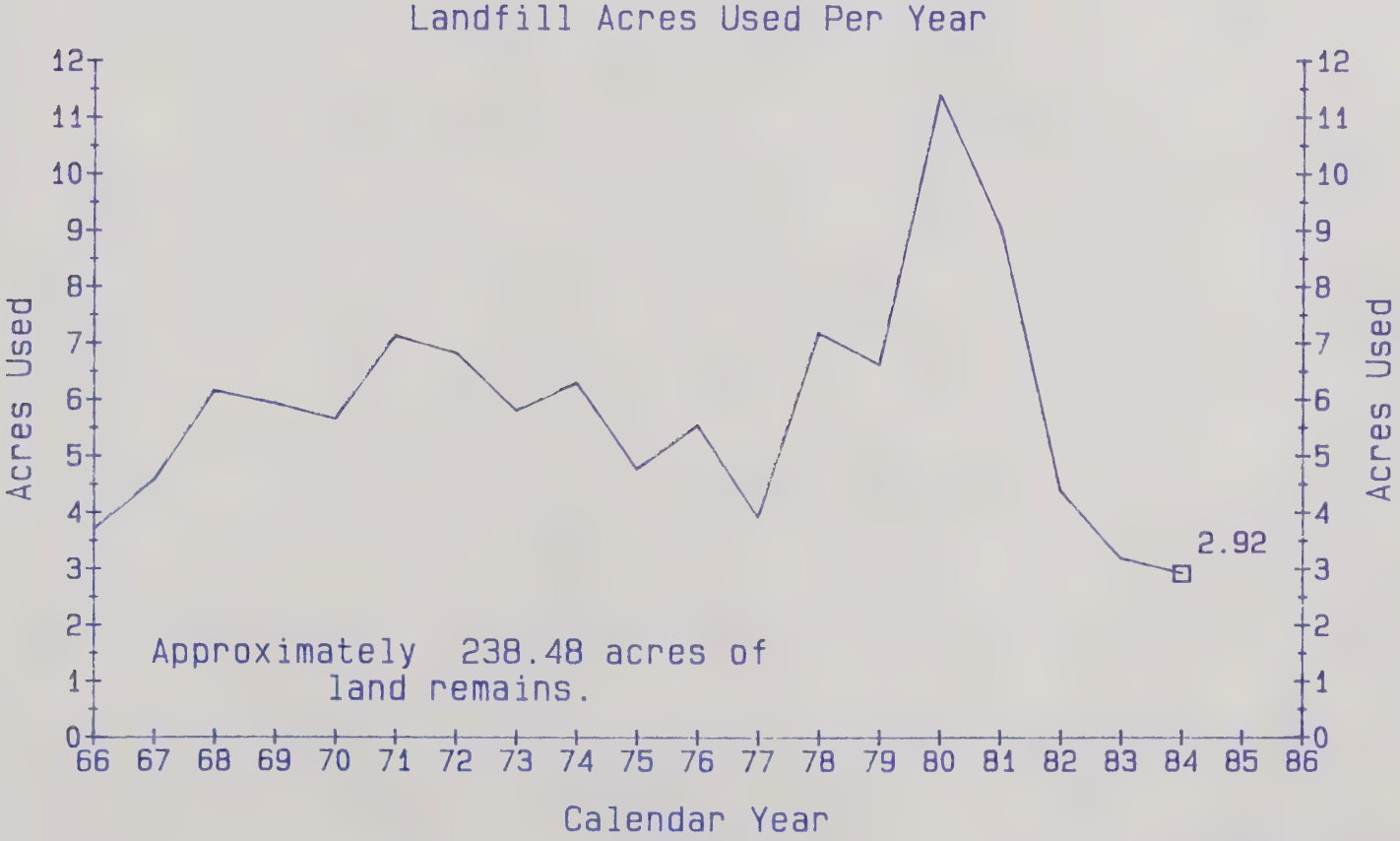


Figure 15

ARSAD (TH-AU)

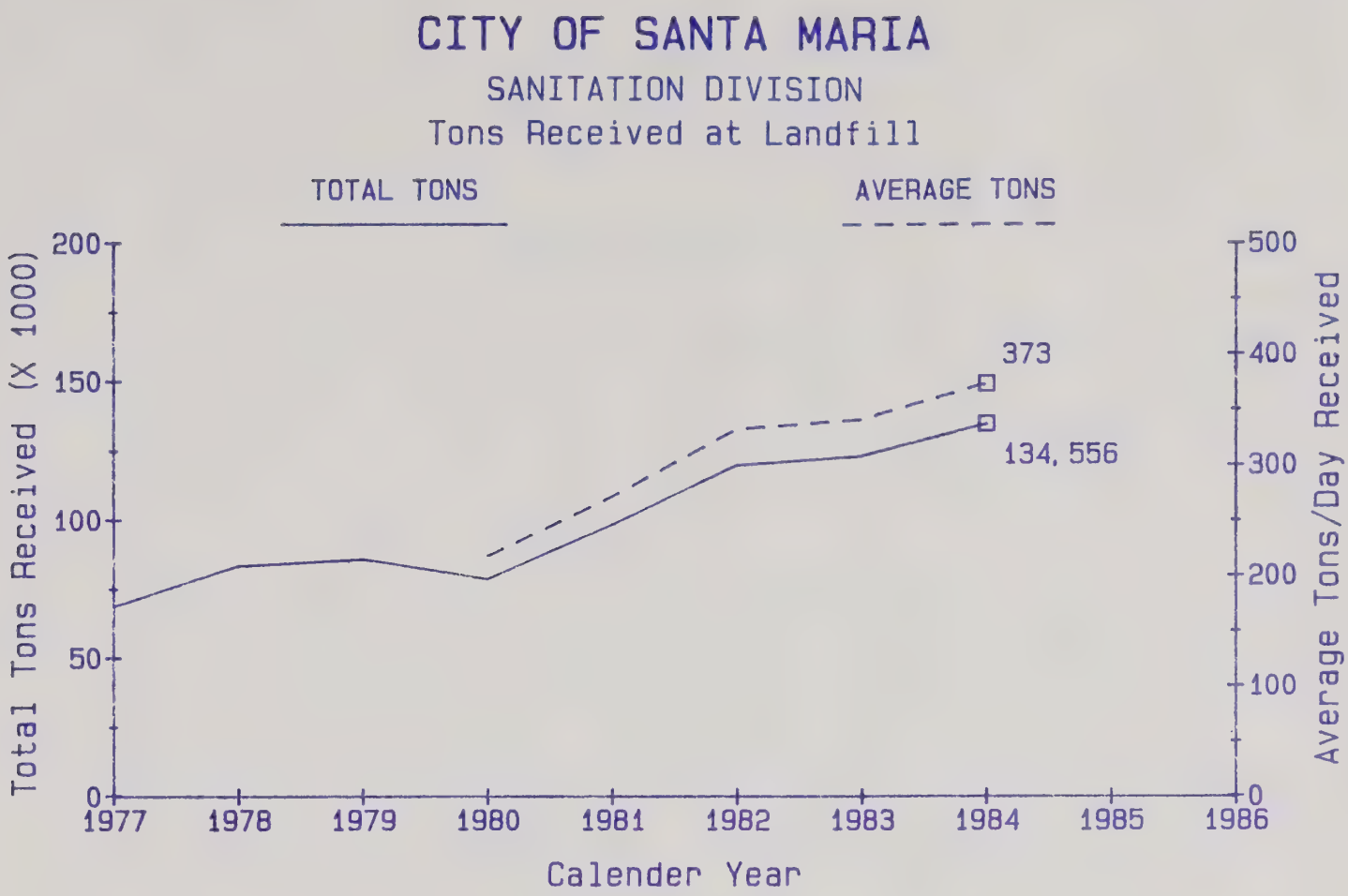


Figure 16

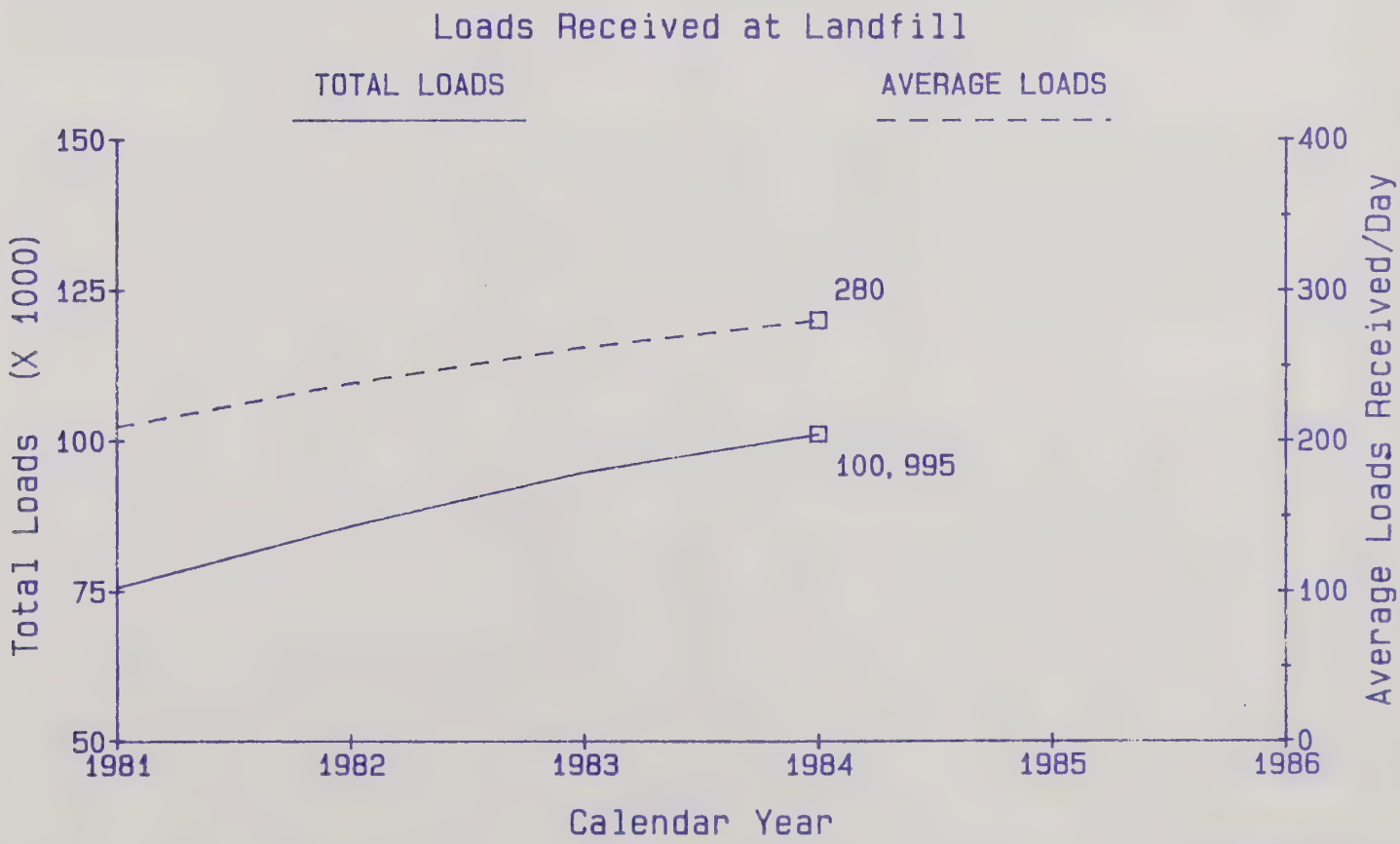


Figure 17

ARSAND (TR-L)

STREET AND SEWER DIVISION

The Street and Sewer Division is responsible for preventative and regular maintenance of the City streets with appurtenant facilities. This includes emergency maintenance or repair caused by accidents, weather conditions, settlement or other unusual unexpected damage.

The development of a Pavement Evaluation and Maintenance Management System (Visual Network Analysis), prepared by Carter & Associates of San Diego, will enable the Street Division to maintain the approximately 335-lane miles of streets within the City system, using the latest pavement management and computer techniques. Prepared reports summarized the present and future condition of flexible pavement and suggested cost-effective maintenance strategies, as well as total cost for maintenance and/or repair of those streets evaluated.

The degree and type of maintenance for each street or portion thereof in the total City street system is determined by the Street Superintendent taking into consideration Pavement Evaluation and Maintenance Management System traffic requirements and monies available.

High on the priority list is proper scheduling and planning of routine preventative maintenance procedures in order that any inconvenience to the public is kept to a minimum. Every effort is made to speedily correct hazardous conditions, which interfere with the flow of traffic, vehicular or pedestrian. Safety for the public is our primary consideration.

The Street Division is composed of 14 maintenance workers, 2 laborer IIIs, 2 electricians, 1 electrical supervisor, 1 street and sewer maintenance supervisor and 1 street and sewer superintendent.

The major maintenance activities conducted by the Street Division are as follows:

1. Travelway Maintenance

    a. A/C Repair - Overlays - Chip Sealcoat
    b. Street Sweeping
    c. Concrete Improvement Repair
    d. Traffic Control
    e. Pavement Delineation
    f. Street Illumination and Electrical Maintenance

2. Wastewater Collection System Maintenance

3. Drainage Maintenance

4. Weed Abatement

5. Stowell and SMTC and Parking District

1. TRAVELWAY MAINTENANCE

a. A/C Repair - Overlays - Chip Sealcoat: The preservation, upkeep and restoration of 151 centerline miles (no change from last year)of flexible pavement is the maintenance responsibility of this Division. Travelway maintenance program during fiscal year 1984-85 consisted of placing 989 tons of either SC/800 or 85/100 asphaltic concrete on City streets in need of repair. This activity involves the repair of pot holes, water ditches, sewer ditches and renovation of portions of streets in preparation for annual overlays and sealcoat program.

The annual major street maintenance program consisted of placing 4,508 tons of A/C on 526,736 sq. ft. of streets for a cost of $134,299 and

adjustment/replacement of survey monuments, lampholes, valve boxes and manholes for a cost of $15,480, for total street maintenance program cost of $149,776. With the current City practice of a 2-year budget period, overlays are performed one year and chip seals the other year.

b. Street Sweeping: City residential streets were swept on a bi-weekly schedule with the business area on a daily basis. The two motorized sweepers were operational approximately 465 sweeper days out of 520 sweeper days. The 55 days the sweepers were not operating were due to service repair, operator's illness, inclement weather, holidays and compensatory time off. The two sweepers removed and hauled to the landfill 2,167 tons of material swept off the City streets, using 29 pickup brooms and 53 gutter brooms.

c. Concrete Improvement Repair: This activity involved the repair of concrete improvements (sidewalks, curbs and gutters) damaged by the tree roots on City-owned property. The three-man crew completed 52 work orders for a total of 7,887 sq. ft. There were 241 concrete improvement damaged complaints during this period caused either by tree roots or City property (trucks). Temporary repairs continue on all hazardous sidewalk complaints and are made within a very short period of time, in most cases, the same day. Presently, this Division has a backlog of approximately 573 known locations of tree root damaged concrete improvements.

d. Traffic Control: This program includes all work performed in signing as a traffic control device. Signs are placed on City streets for the purpose of warning, regulating or guiding traffic. The work may consist of the manufacture, purchase, assembly and installation of new signs; replacement of existing damaged signs and the repair, cleaning and painting of signs. Signs are replaced or repaired when they become defective due to age, weathering,

vandalism, accidents or any other types of wear and tear. Following is a summary of this activity:

Type Sign	New or Reinstall Damaged	Reface Sign, Plate & Reinstall
Regulatory	211	166
Guide	52	183
Warning	97	20
Neighborhood Watch	39	--
Special Signs for Other Div.	139	--

Also, 82 barricades were constructed and 82 repaired for use by Division crews during their normal work activities.

e. Pavement Delineation: The pavement delineation program involved all work necessary to maintain and replace traffic directional street markings. Work included layout, removal of old stripes, painting of new or existing stripes and limited parking zones. This required the use of 1,420 gallons of traffic paint, 2.5 tons of beads, approximately 100 gallons of lacquer and paint thinner.

f. Street Illumination and Electrical Maintenance: Street illumination is a major responsibility of this Division and consists of the upkeep of 3,299 street lights, 2% increase over fiscal year 1983-84.

This maintenance operation required the replacement of 440 photo cells, 1,039 lamps (various sizes) 15 luminaires, and 10 street light standards. Included in this operation is the light maintenance of five City parking lots, Santa Maria Town Center Mall parking lots, parking structure and Stowell Shopping Center parking lot. Also, the maintenance activity includes

electrical service, as required, by all departments and their subordinate divisions for installation of new machines, electrical circuits, changes in electrical circuits and electrical repairs.

2. WASTEWATER COLLECTION SYSTEM

This activity consisted of immediate response to 156 main line sewer stoppage complaints. This is approximately 1.3% greater than 1984-85.

There was preventive wastewater collection system scheduled maintenance on 88,404 lin. ft., a 4.9% increase over last year. The only areas that received continuous preventive maintenance were known problem areas. There is a total of 121 miles of sewer line in the City's system, 3% increase over last year.

3. DRAINAGE MAINTENANCE

During fiscal year 1984-85 5,200 ft. of underground drainage (McElhany) were installed bringing the total footage of our underground drainage system to 49,500 ft., an increase of 11.7% over last year. The underground drainage facilities now in existence has reduced the flooding of intersections on some of our major arterials and other streets. The present maintenance operations include flushing of 110 intersection culverts, grading and weed control of 10 major drainage ditches; this work occurs twice annually with a two-man crew and contract applications of herbecide weed control to 65,225 sq. ft. at a cost of $370.50.

4. WEED ABATEMENT

The weed abatement program takes most of seven months to complete and is conducted in five phase:

I Mid-fiscal year for lot inspection
II Posting lots for herbecide weed abatement
III Application of herbecide weed control
IV Posting lots for weed abatement and debris removal, manually and/or with equipment
V Manual abatement of weeds and cleaning of lots. This phase runs into the following fiscal year.

All phases require the posting and compilation of cost records to assure proper billing for each lot; all of which is forwarded to the City Clerk for the filing of assessment against the property. The herbecide weed abatement program during fiscal year 1984-85 came to a total of 3,872,263 sq. ft. (a decrease of 14% from last year) for a cost of $16,265. The decrease is due to vacant lots becoming developed. The hand cleaning weed abatement program consisted of cleaning 59 lots for a total cost of $4,792.71.

5. STOWELL AND SANTA MARIA TOWN CENTERS AND PARKING DISTRICT

The Stowell and Santa Maria Town Centers landscaping and parking area maintenance is performed by private contractors under the administration of the Street Division. Review for compliance with bid specifications and administration of expenditures in accordance with the contracts are the primary responsibilities. Performance standards are determined by periodic inspections and notifying the contractor of any deficiencies.

The Parking District consists of five existing City-owned public parking lots as follows:

1) 100 Blk. West Cypress (mid-block/north side)
2) 100 Blk. West Church (mid-block/north side)
3) 200 Blk. West Church (mid-block/north side)
4) 200 Blk. West Chapel (southeast corner Chapel and Pine)
5) 200 Blk. East Main (north side)

Maintenance consists of painting parking spaces, sweeping, pavement repairs and street lights.

Figure 19 depicts man-hours required for various segments of the Street Division maintenance responsibilities. Figure 20 depicts man-hours required for various segments of the electrical maintenance responsibilities of this Division for fiscal year 1984-85. This includes the 1453.5 man-hours provided by the Street personnel not normally assigned to the electrical crew.

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
STREET AND SEWER DIVISION
EXISTING ORGANIZATION CHART

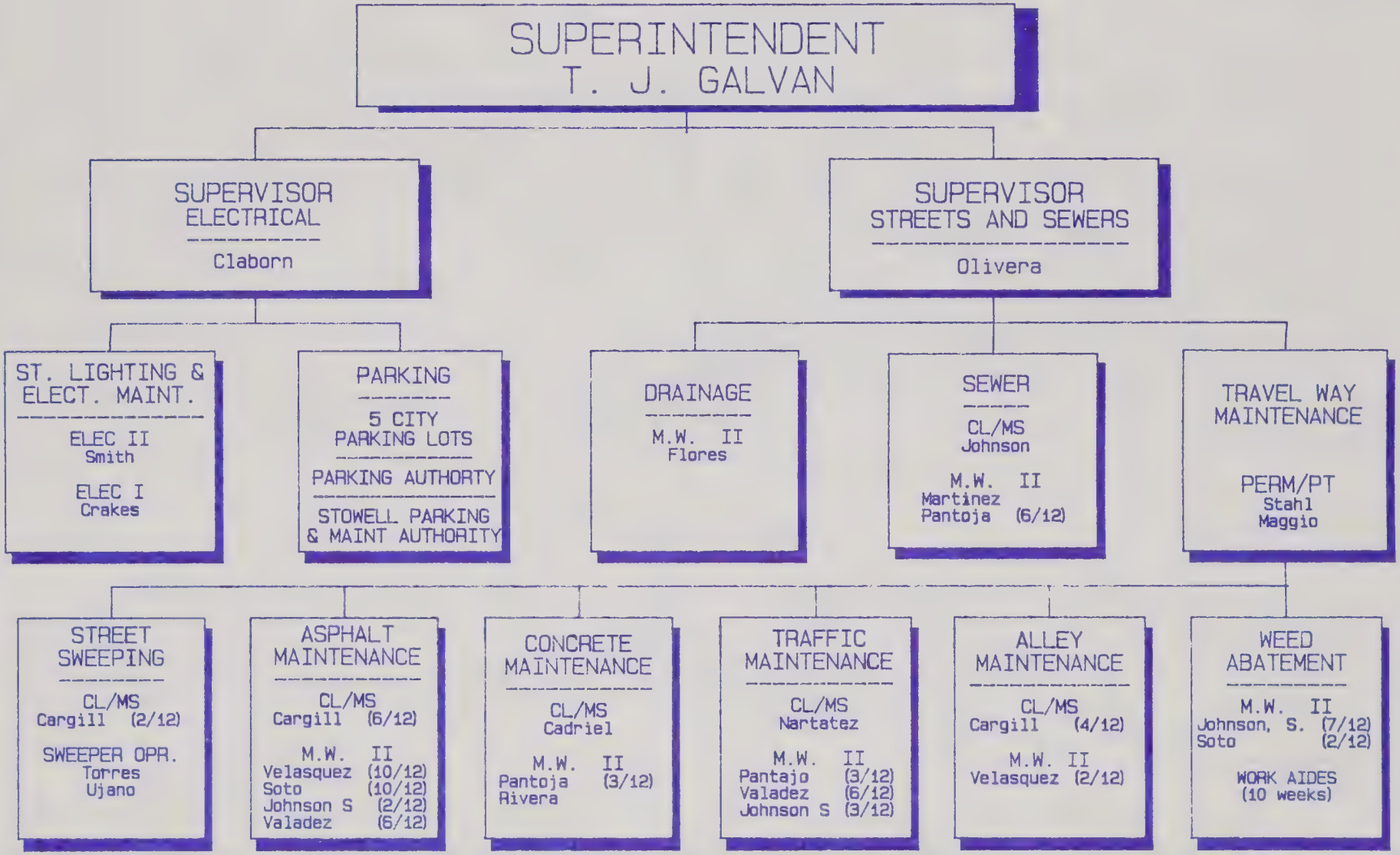


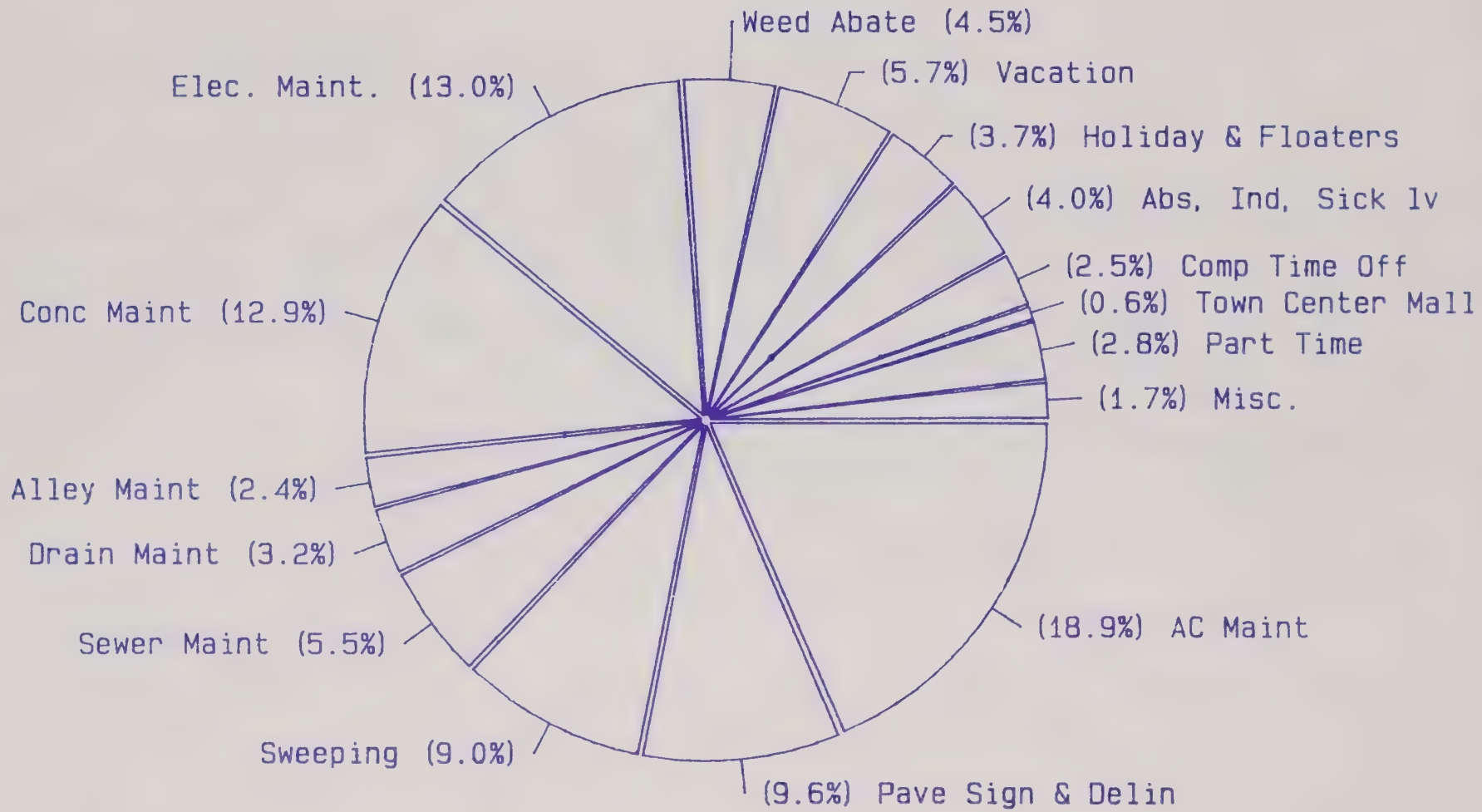
Figure 18

CITY OF SANTA MARIA

Street and Sewer Division

Manhour Utilization

1984-85



TOTAL MANHOURS 1984-85: 41,280.0

ARSDIVMU

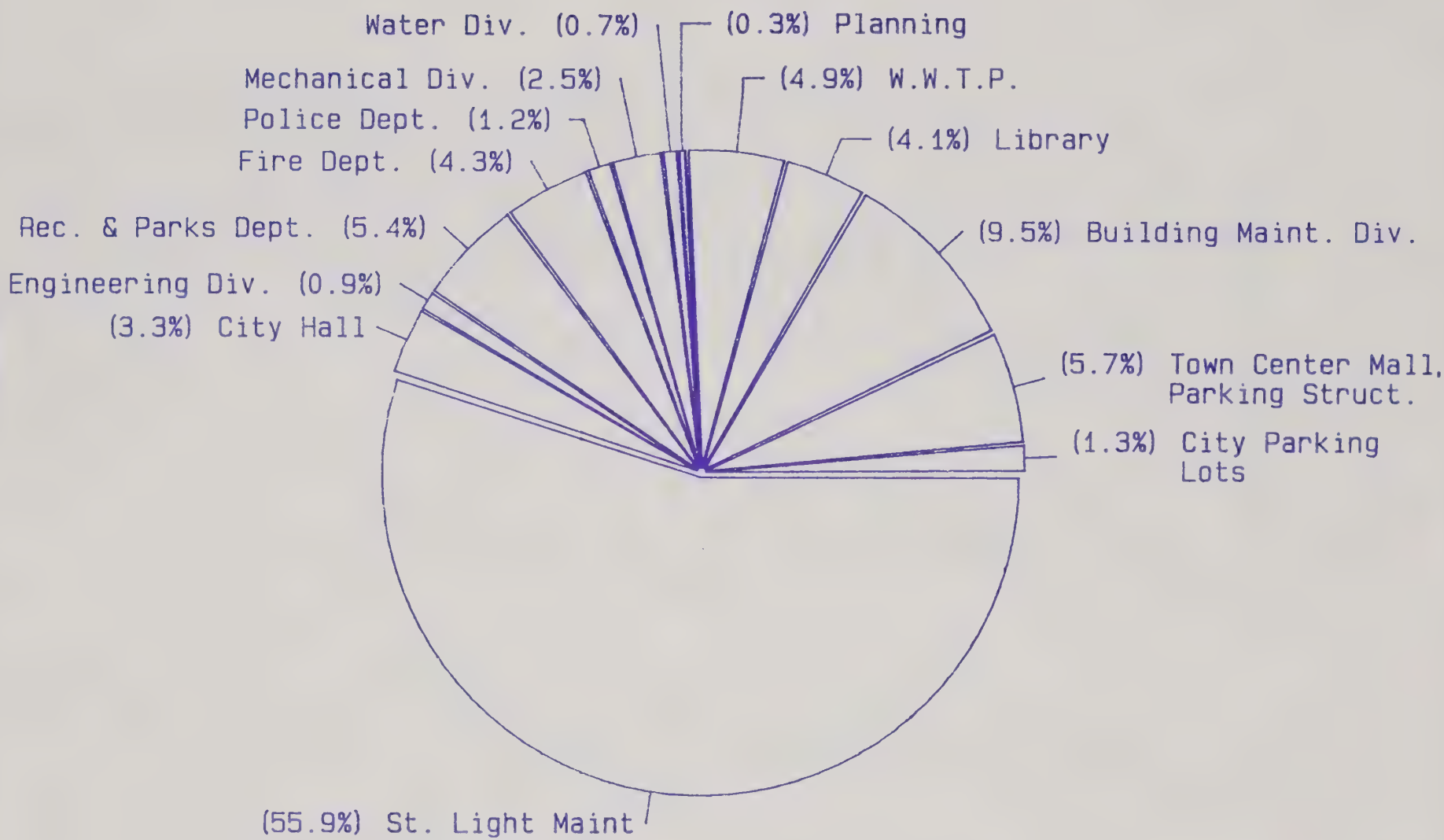
Figure 19

CITY OF SANTA MARIA

Street and Sewer Division

Electrical Manhour Utilization

1984-85



TOTAL MANHOURS 1984-85: 5,370.0

ARSDIVEM

Figure 20

WASTEWATER TREATMENT DIVISION

The Wastewater Treatment Plant is located on Black Road approximately 2.5 miles west of Santa Maria. Its purpose is to treat all domestic and industrial waste collected and conveyed by the sewer system at a reasonable cost. The City of Santa Maria has treated and disposed of wastewater at the present site off Black Road since 1910. The treatment plant is designed to serve a population of approximately 54,000. This includes the capacity to treat over 2 MGD of flow from the City's industries. The average daily capacity of 6.5 MGD on an annual basis should be sufficient until mid-1988. The treatment process removes 90% of the suspended solids (ss) and 89% of the biochemical oxygen demand (BOD) contained in the wastewater. The land disposal system removes an additional percentage of these pollutants and a portion of the nutrients normally found in wastewater including nitrogen and phosphorus. The plant effluent is suitable for irrigation of permanent non-dairy pasture land and fodder crops. Digested sludge averaged 52% volatile reduction. This sludge is dried in earthen beds and can be used as a soil conditioner for crops so specified in the plant's discharge permit. Fish tank snails became noticeable this past year in the sludge drying beds. So far they have not caused any problems.

The plant is maintained and operated by one Superintendent, one Plant Supervisor, one Chemist, one Source Control Inspector and five Operators, (Figure 21). During this past year, Anne Alloway received her Grade I Industrial Waste Certification and Mark Moya passed his Grade III Plant Operation Certification in April 1984; only a Grade I is required by the

State. All operators are currently certified, except one, and he will be taking the State test in October. The Chemist and Source Control Inspector are certified by the California Water Pollution Control Association (CWPCA).

Plant tours, by students and other interested groups, continue to be given upon request. A total of 51 people toured the plant this fiscal year. Visitors are shown and told about the various components of wastewater treatment used at the plant. Generally, the tours are concluded with a visit to the laboratory where a question and answer session is held.

Bird watching is a regular event at the Wastewater Treatment Plant ponds. Bird watchers from all over the United States signed in this past year. A rare Siberian Whimbrel (first ever seen in the United States) landed in the pasture area of the plant. Over 165 visitors signed in just to see this bird. A total of 309 bird watchers signed in this past year.

The tests shown in Figure 22 were performed in the wastewater treatment plant laboratory.

Certain tests required by the State Water Quality Control Board were beyond the scope of the plant laboratory. For this reason, "Fruit Growers Laboratory" performed the tests under contract for the annual analysis (heavy metals, MBAS, phenols, polychlorinated byphenyls, and total chlorinated hydrocarbons). The results of these tests do aid in plant operation and, in some cases, reflect plant efficiency or indicate where more source control is needed. In addition to the above, BOD and Total Nonfiltrable Residue tests were performed on industrial waste discharges to the sewer system as necessary for wastewater strength determinations and charges as required under the wastewater ordinance.

It is noteworthy to make a comparison of statistics on the top of Figure 22 for electrical energy used and gas produced with the previous fiscal year. During 1983-84 1.743 million Kwh or an average of 4,765 Kwh daily electrical energy were consumed. Likewise, during 1983-84, 29.27 million cubic feet or an average of 80,202 cubic feet daily gas was produced.

Industrial Source Control - 1984-85

Industrial Source Control has undertaken legal action against an industrial discharger during this fiscal year. This is the first action of this nature to be filed with the City Attorney's office. The complexity of the case (People versus Pentachem Company) has reduced activities in other areas of Source Control. The company has been under a temporary restraining order and without a wastewater discharge permit since October 1984. This case is expected to go to trial for criminal charges in December 1985 with the civil case proceeding after the conclusion of the criminal trial.

Thirty-three new permits were issued, with twelve established permits being granted extensions for up to five years. Two permits were issued under probation, stipulating requirements to be met immediately. One business met all requirements and was issued a new permit. The other business is still under probation.

Over one hundred and fifty new applications for permits were mailed out to industrial dischargers during April 1985. The majority of applications were received by the close of the fiscal year. Most of these applications were determined to be Class II dischargers and will not be permitted except in those cases where solvents or other chemicals of concern are used on site.

These businesses will also be reported to the County Health Department to ensure compliance with hazardous materials regulations.

Inspections of grease, oil and sand traps have continued over the past year. More inspections have resulted from complaints issued to Source Control regarding waste disposal practices by industries. These cases are reviewed and then referred to County Health Toxic Substances or the California Regional Water Quality Control Board when out of Source Control's jurisdiction. The total inspections performed during this fiscal year were ninety.

The Self-Monitoring Report requirements established for the Class IV industries during early 1985 have not been fully realized. Only Simplot Foods and Santa Barbara Research Center were completing these reports by the close of the fiscal year. Mission Linen Supply, Ramsey Laboratories and Santa Maria Chili are to become self-monitoring during the second half of 1985. The purpose of self-monitoring is to give the industrial discharger a higher recognition of material losses to the sewer and stimulate problem-solving to abate such losses. In addition, self-monitoring relieves Source Control to pursue sampling and analysis of other discharger's wastestreams which have not been documented to date.

Source Control has been reorganizing into the Computer Program. This has required diligence in both the input of information from the files and the review and amendment of the program itself. By the close of the fiscal year, the program errors had not been completely resolved, although substantial progress had been made in input of the data.

Capital Improvement, Revenue and Operation Cost Figures

Capital improvements this fiscal year included the installation of blinds in the operations office, two 1,000-CFM air removal systems for DeJoy Lift Station and a gas pit at Wastewater Treatment Plant recommended by CAL-OSHA. Major repairs included: coating the ceiling and gas dome of Digester No. 2 with Zebron, a new polyurethane non-solvent coating applied to 125 mil thickness and Re-winding Pump Motor Nos. 1 and 2 at Bower Lift Station. Repairs to grinders at headworks and thickened sludge pump, a seal was modified to operate with positive oil pressure, per our modification submitted to the manufacturer, which is now being used throughout the country. One operator and a part-time clerk finished setting up the machinery and preventive maintenance card file.

Revenue from vacuum truck and septic tank dumpings at the treatment plant amounted to $59,260. The decrease over last year is due to reduction of personnel at Diablo Nuclear Power Plant. The year's total cost for plant operation was $608,248 which does not include $133,550 for General Administration Services. During the fiscal year 1984-85, 1,915,710,000 gallons (5.25 MGD) of wastewater was treated at a maintenance and operations cost of $317.62 per million gallon (not including general administration).

The cost per million gallons is 11.5% less because of increase in flow. Figure 23 shows the comparative measurements of flow and costs of operation over the past ten years. It should be pointed out that the cost of operation has dramatically increased since mid-1981, when the most recent plant expansion and modification started operation. With replacement of the headworks flow meter for reliable records and the addition of new industries, flows have

shown an increase this past year. Additionally, the cost figures do not reflect various capital outlay items during the year or the annual amount reserved for fixed asset replacement ($470,000).

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
WASTEWATER TREATMENT DIVISION
EXISTING ORGANIZATION CHART

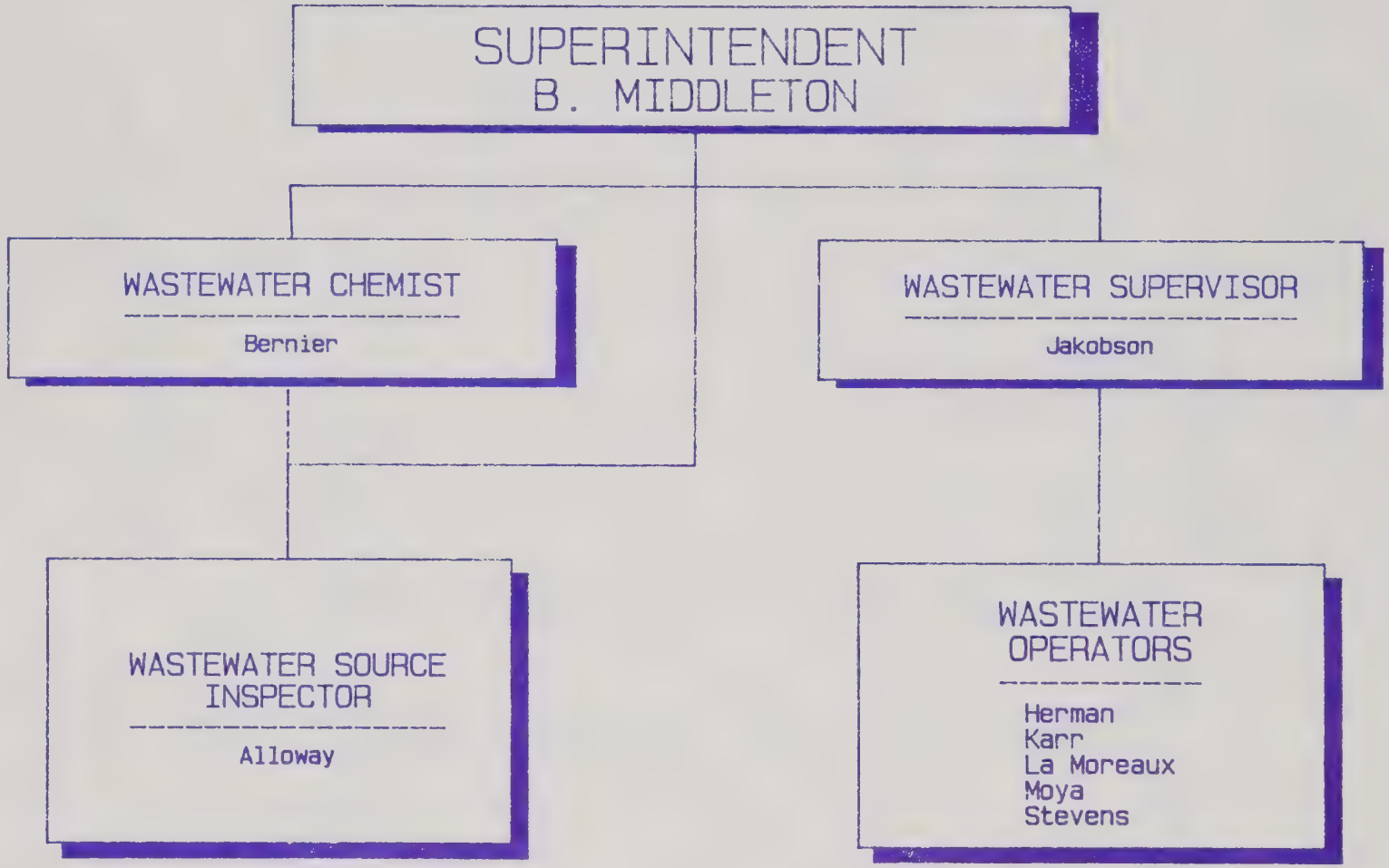


Figure 21

WASTEWATER TREATMENT PLANT LABORATORY REPORT
FISCAL YEAR JULY 1, 1984 TO JUNE 30, 1985

Total Flow: 1,915,710,000 gallons
Daily Average: 5,248,528 gallons
Gas Production Metered: 30,090,209 cu ft
Daily Average: 82,433 cu ft

Electricity Used: 1,676,640 kwh
Daily Average: 4,590 kwh

Laboratory Tests & Averages

Wastewater Analysis	Influent		Effluent		% Removal
Test Parameters	Number of Tests	Test Ave.	Number of Tests	Test Ave.	
Biochemical Oxygen Demand (mg/l)	17	238	52	26.5	88.8
Total Nonfiltrable Residue (mg/l)	17	215.6	52	20.7	90.4
Conductivity (TDS) micromhos/cm	--	---	357	1,259	--
Hydrogen Ion (pH)	356	7.9	357	7.8	--
Settleable Solids (ml/l)	355	10.8	357	Trace	99.9
Dissolved O_2 (mg/l)	--	--	37	6.1	--
Grease & Oil (mg/l)	--	--	42	2.9	--
Total Filtrable Residue (mg/l)	--	--	11	1,347	--
Boron (mg/l)	--	--	12	.51	--
Total Phosphorous (mg/l)	--	--	4	16.25	--
Chloride Ion (mg/l)	--	--	4	307.8	--
Sulfate Ion (mg/l)	--	--	4	332	--
Total Kjeldahl Nitrogen (mg/l)	--	--	4	10.46	--
Nitrogen-NO_3 (mg/l)	--	--	2	25.1	--
Chemical Oxygen Demand (mg/l)	--	--	--	--	--
Sodium (mg/l)	--	--	4	239	--

Sludge Analysis	Raw Sludge		Digester #1		Digester #3	
Test Parameters	Number of Tests	Test Ave.	Number of Tests	Test Ave.	Number of Tests	Test Ave.
Volatile Acids (mg/l)	--	--	45	88	45	76.6
Alkalinity (mg/l)	--	--	49	2,999	49	3,278
Hydrogen Ion (pH)	--	--	51	7.25	51	7.33
% Solids	50	5.48	50	3.02	51	2.77
% Volatile Solids	50	76.3	50	62.5	51	61

% Volatile Reduction = 52

Heavy metal and organic compound analysis determined by Fruit Growers Labortory.

This report prepared by: Dennie A. Bernier

FORMWWTP7-7/85

Figure 22

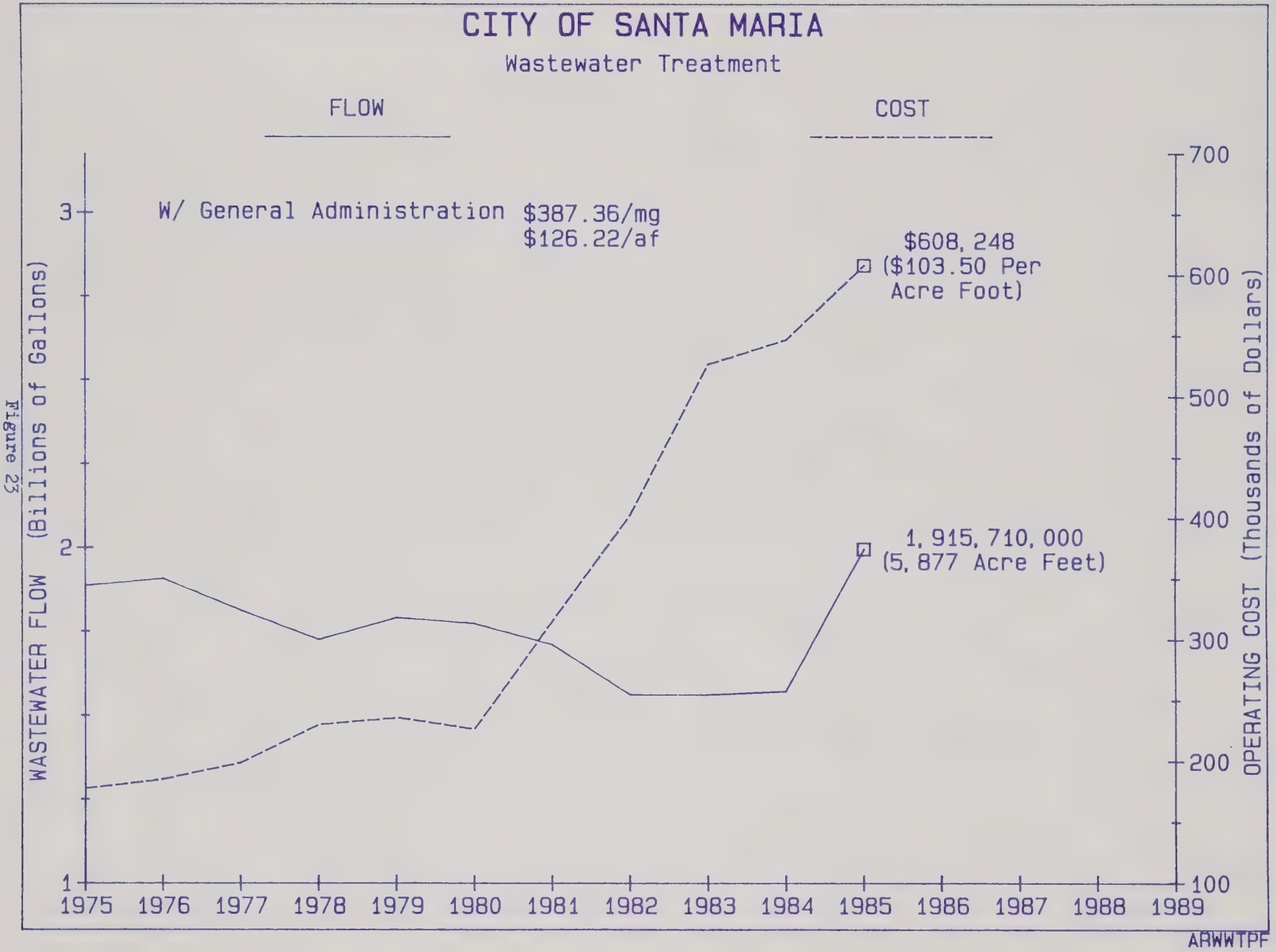

CITY OF SANTA MARIA
Wastewater Treatment
FLOW
COST
W/ General Administration $387.36/mg
$126.22/af
$608,248
($103.50 Per
Acre Foot)
1,915,710,000
(5,877 Acre Feet)
WASTEWATER FLOW (Billions of Gallons)
OPERATING COST (Thousands of Dollars)
3
2
1
700
600
500
400
300
200
100
1975
1976
1977
1978
1979
1980
1981
1982
1983
1984
1985
1986
1987
1988
1989
ARWWTPF

Figure 23

WATER DIVISION

Production

Sixty water samples per month were collected throughout the system by the Water Division personnel for bacteria analysis in compliance with the State Health standards. The analysis in all cases substantiated that the water system is clean. Also as required by State Health standards, tests were performed by the City Water Division on water samples for general minerals-heavy metals, radioactivity, turbidity, THM, color, odor and temperature, all were well within the standards. Repairs were made on four well chlorinator pumps. Technical maintenance was carried out on the automatic well control and pressure control system. The system includes telemetering and electronic components at a headquarters main control panel, a failure alarm system, a sub-panel and several remote stations. The water production capability is comprised of 10 water wells and are located within the Santa Maria Public Airport boundaries, with the exception of two, close to the center of the City. The wells furnished an average 9.2 million gallons per day to satisfy the customers' demands. The two ground level and two elevated reservoirs, used in conjunction with the wells, have a total of 15.5 million gallons storage capacity. The 6- and 7-million gallon reservoirs have increased the "elevated" reservoir capacity to 13.0 million gallons. The combined well production and reservoir capacity must also supply such peak demands as 17.1 million gallons per day (highest recorded to this time period) and allow at all times for a reserve fire flow supply. This all amounts to an annual total consumption of approximately 3.3 billion gallons (10,404 AF).

Distribution

The water distribution section is responsible for transmitting water from the well source to the people. This service is provided to over 13,171 accounts (an increase of 3% over last year) through a water line system which is approximately 220 miles long (an increase of 1% over last year). This section also provides the meter reading function, water billing and collection services, installation of service lines, meter maintenance and maintains all water distribution facilities in their entirety. The income from all water sold this fiscal year is shown on the following graph. Totals of various water division functions during the fiscal year 1984-85 are listed as follows:

	Function	No. Completed
1.	Water meter readings	79,068
2.	Water service turn-ons	2,971
3.	Water service turn-offs	3,043
4.	Collection (delinquent bills)	1,685
5.	Water meter re-reads	2,446
6.	Miscellaneous service calls	1,061
7.	New service line and taps installed	382
8.	Water meters installed	582
9.	Water meters removed	552
10.	Water meters repaired in shop	224
11.	Water meters repaired in field	615
12.	Renovation of water meter locations	555
13.	Ball valves installed	842
14.	Water meter vaults installed and replaced	820
15.	Water line leaks repaired	245
16.	Flushing dead-end stations	110
17.	Flushing fire hydrants	92
18.	Fire hydrant repairs, painting and maintenance	63
19.	Main line gate valves operated	1,889

Water Quality

On-going monitoring and testing of the City's water system is to assure that the water is of good quality and within the allowable limits of the State Department of Public Health.

1. Chlorination of the source water is applied at each well which carries the chlorine throughout the system and thus a 0.1 p.p.m. residual of free chlorine is maintained in the extremities of the distribution system. This minimum amount of free chlorine is a positive indicator that any pathogenic material that may have entered the system will be killed off by the chlorine exposure.

2. Bacteriological monitoring is accomplished by collecting a minimum of 14 water samples weekly at various locations in the distribution system and tested in the County Health Department Laboratory in Santa Barbara. Again this year, the excellent and continuing bacteriological-free record of the City water system can be attributed to chlorination, flushing of dead-end lines and fire hydrants, and an effective cross connection control program.

3. Ground water source sampling is made on an annual basis for a chemical analysis of each well. These tests show any changes in the water quality relating to mineral content. The average hardness content this past year was 459.9 p.p.m. or 26.9 grains per gallon.

4. Heavy metal analysis of each well source is tested every three years to ascertain that the water is less than the maximum allowed by the United States Public Health Standards and the State of California Department of Public Health requirements for drinking water. Consistently, the water has been within these limits. These tests were last conducted in 1983 and, therefore, will again be tested for in 1985.

As required by State Health, Well 4H is required to be tested quarterly for PCE (Tetrachloroethene) since recent testing has detected presence, however less than 4.0 PPB action level.

Also, investigation is underway on the presence of TCE (Trichloroethylene) found in Well 2AS, which has an action level of 5.0 PPB. In the interim, as required by the State, this well is out of service. More reports and testing will be required. Since this well is shallow, does not have a proper sanitary seal and is over 40 years old; replacement may be required with a deeper well in the future.

The CROSS CONNECTION CONTROL PROGRAM is primarily a procedure to protect the public water supply from potential sources of contamination. This refers to any connection that could permit toxic or pathogenic material, or materials objectionable to taste or odor, from entering the public water system.

The following quantities of "backflow prevention" items of work were performed this past year.

Item	No. Completed
Installed	19
Replaced	8
Repaired	6
Installation Inspection	14
Survey Inspection	140
Informational Services	118
Conferences	191
Correspondence Reports	391

Figure 25 is a plot of annual revenue, costs and amount of water production. The cost per acre foot reflects costs of operation and maintenance of the system, overhead, plus repair or replacement of deficiencies in the existing system. No new capital outlay costs or bond service is included in the cost per acre foot.

The continuation of the present level of service to the public during the budget year 1984-85 caused the purchase of new water meters at a cost of $71,560.

CITY OF SANTA MARIA
DEPARTMENT OF PUBLIC WORKS
WATER DIVISION
EXISTING ORGANIZATION CHART

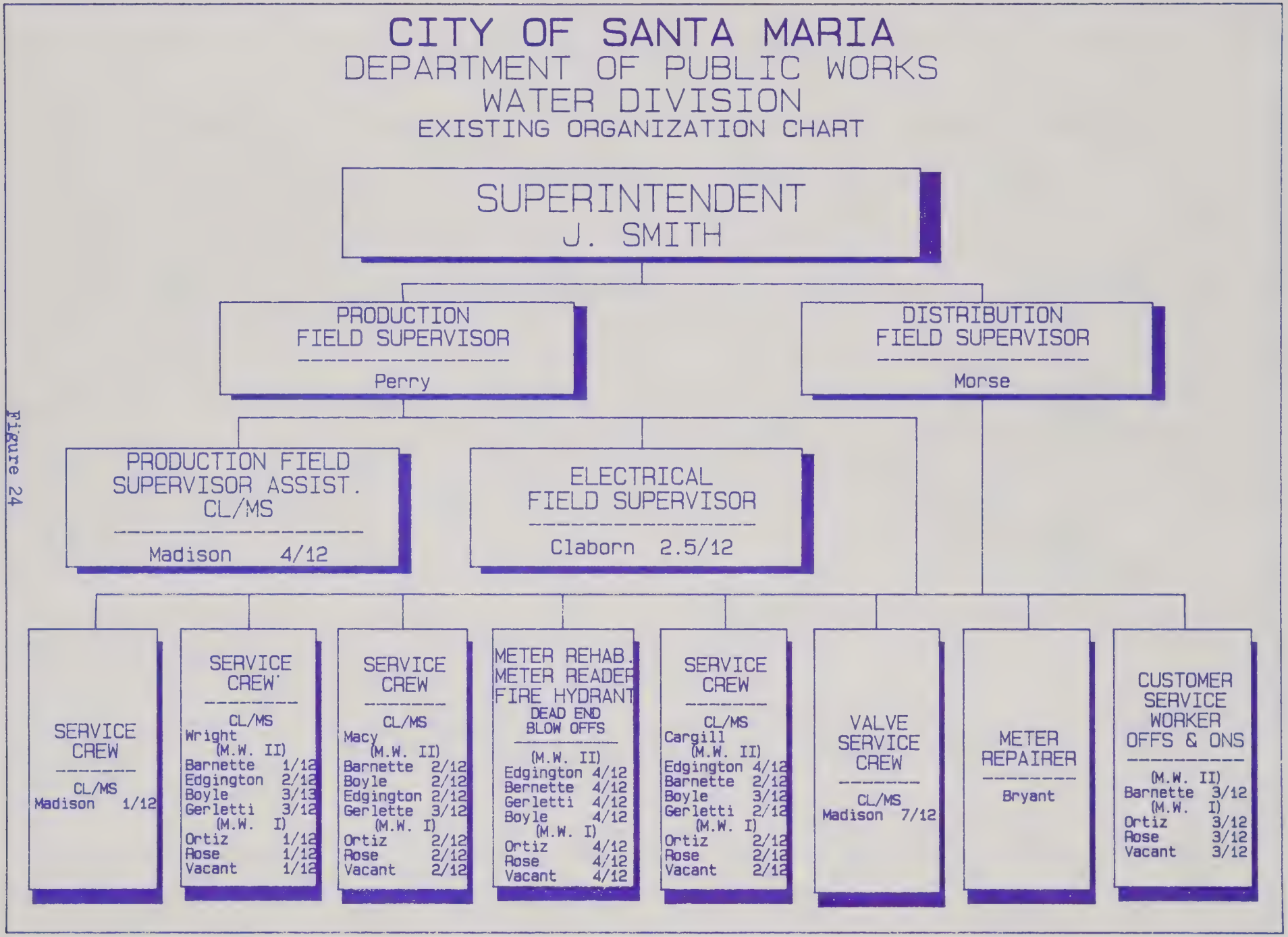


Figure 24

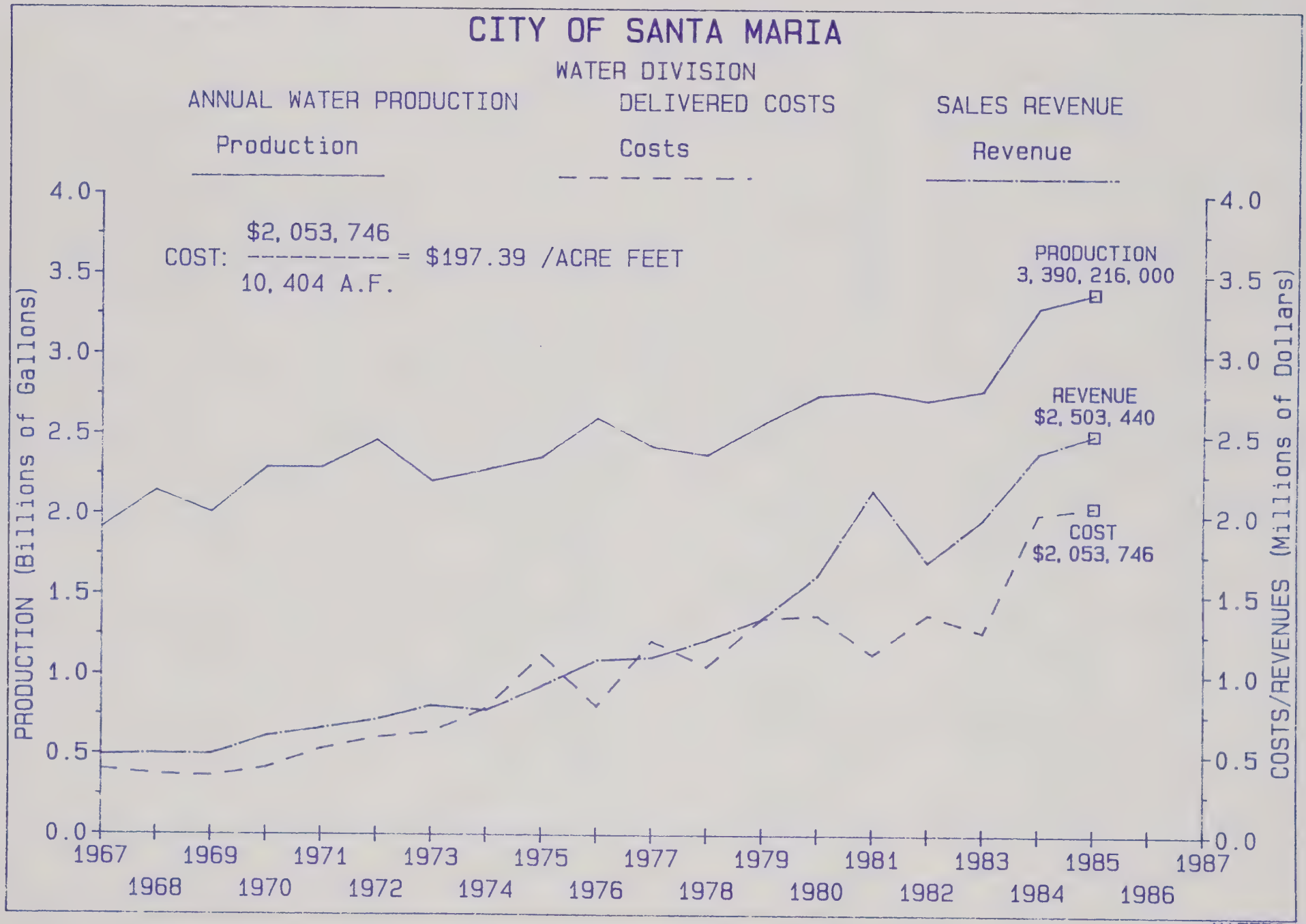

CITY OF SANTA MARIA
WATER DIVISION
ANNUAL WATER PRODUCTION
DELIVERED COSTS
SALES REVENUE
Production
Costs
Revenue
COST: $2, 053, 746 / 10, 404 A.F. = $197.39 /ACRE FEET
PRODUCTION
3, 390, 216, 000
REVENUE
$2, 503, 440
COST
$2, 053, 746
PRODUCTION (Billions of Gallons)
COSTS/REVENUES (Millions of Dollars)
0.0
0.5
1.0
1.5
2.0
2.5
3.0
3.5
4.0
1967
1968
1969
1970
1971
1972
1973
1974
1975
1976
1977
1978
1979
1980
1981
1982
1983
1984
1985
1986
1987
WATER84

Figure 25

APPENDIX A

ENGINEERING, OPERATIONS AND ADMINISTRATIVE STUDIES

Standard Specifications and Standard Drawings

The standard specifications and drawings are available through this office and have been updated and revised through this year. These specifications and drawings indicate typical approved methods and materials for all types of Public Works construction.

Microfilm and Indexing System

On a continuing basis, all drawings, maps, specifications and photographs produced during the year are microfilmed, mounted on aperture cards and filed with all other documents and records.

Four-Year Capital Improvement Program

Along with each of the City departments, the Public Works Department developed recommendations for capital improvements deemed desirable over the next four years. This information, after coordination with other departments and comparison with our financing capabilities by the Administrator's office, resulted in the separate published capital improvement program.

Engineering Division Forms and Checklists

The Engineering Division has developed standardized forms to aid in the consideration and evaluation of subdivision maps and public improvement drawings. These standardized forms are evaluated and revised on a continuing basis throughout the year.

Santa Maria Area Transit (SMAT)

During the fiscal year, the Area Planning Council completed SMAT's **Short Range Transit Plan 1986-90.** This plan, among other documents, is required in the City's application for operating and capital assistance funds from the Urban Mass Transportation Administration. Using the previous SRTP, the City received $175,000 in operating assistance and received $150,000 to assist in the purchase of five new buses, pedestrian shelters and a micro-computer system.

With the new buses, which included two additional for fixed routes, the existing two fixed routes were restructured into five fixed routes. Improvements included the reduction of headways or waiting time at bus stops, more efficient routes, more bus stops and larger buses. Currently, the service has 11 vehicles with 6 on fixed route, 2 on demand response, 1 on special health services and 2 as back-up units.

North Broadway Traffic Study

The Traffic Committee's on-going study from Fesler to Donovan to reduce the high accident history had no activity during the last fiscal year. There was, however, a "Route 135 Corridor Study" completed by the Area Planning Council which will serve as a planning tool for future improvements. This study included the past work by the City and hopefully will assist with improving North Broadway. The goal is to eliminate parking in this area and create a two-way left turn lane.

Westside Redevelopment

Phase I of the Westside Redevelopment was a program to revitalize the four-block area bounded by Pine, Chapel, Broadway and Church Streets. Property was acquired by the Redevelopment Agency and Public Works has assisted in the design and provided construction contract administration for the completion of new parking lots at Pine and Chapel and in the 100 and 200 blocks of West Church Street.

Phase II covers a four-block area bounded by Pine, Church, Broadway and Cook Streets and is planned to be a new shopping mall (Central City Square) with two major department stores and connected to the existing Santa Maria Town Center by a bridge across Broadway. The bridge, as currently envisioned, would contain retail space as well as providing vehicular and pedestrian access between the shopping centers.

The City's architectural firm is currently holding public meetings, meeting with local and state representatives and conducting studies to arrive at a final design. Property acquisition is currently in progress by the Redevelopment Agency.

Public Works will be involved in the administration of the contracts for the building demolition and the construction of the public improvements as well as assisting the consultants in all of the required studies and designs.

Sewer Basin Study

During 1984-85 the City's consultant, John Carollo Engineers, completed their contract to analyze the McCoy, Inger and Enos sewer basins. The work consisted of estimating the ultimate flow in each section of sewer based on

the present land use designation for areas that would reasonably be served in the particular basin. The physical data (size, slope, etc.) on each reach was compiled, and along with the estimated flows, was entered into a computer using the McAuto Sewer Program. The program tabulates all the input information and prints out the capacity of the sewer line and the flow as a percent of the capacity of the particular reach. The program printout allows system deficiencies to be readily identified and the size and routing of relief lines planned.

Any changes in the parameters can be easily input into the computer and a new printout produced without the lengthy calculations required without the computer.

In 1985-86 the study will be expanded to include the remaining five sewer basins in the system. The existing program will be modified to run on the department's HP150 personal computer. This will save being charged for computer run time at McAuto and will permit prompt in-house evaluation of proposed changes to the system.

Traffic and Circulation Studies

As a condition of approval, major developments may be required to submit traffic studies in order for staff to evaluate existing, new and future traffic flows and proposed mitigation measures.

Studies were submitted by various commercial and residential developments that resulted in developers participating in funding new traffic signals and other mitigation projects.

The "Route 135 Corridor Study" was also completed by the APC which indicated a continuing deterioration of traffic flow on Broadway (Route 135) unless major improvements are initiated. Besides improving Broadway there is the need to improve or construct alternate north/south routes to relieve traffic on Broadway.

APPENDIX B
FINANCIAL INFORMATION

FISCAL YEAR EXPENDITURES

FUNCTION	OVERHEAD	OPERATIONS	CAPITAL OUTLAY	BOND SERVICE	FUND SOURCE(S)	
					General	122,914
					Water	14,650
					Refuse-Collection	10,860
					Refuse-Disposal	5,520
ADMINISTRATION		161,484			Sewer	7,540
					General	299,931
					Water	35,530
					Refuse-Collection	26,330
					Refuse-Disposal	13,370
BUILDINGS		380,890	12,551		Sewer	18,280
					General	338,269
					Water	44,200
					Refuse-Collection	32,760
					Refuse-Disposal	16,630
					Sewer	22,740
ENGINEERING		454,175	6,424		Gas Tax	6,000
					General	552,513
STREETS		1,394,608	791,571		Gas Tax/TDA	1,633,666
SEWERS		105,935		15,680	Sewer	121,615
WASTEWATER	179,080	578,666	171,328(D)		Sewer	929,074
SANITATION-COLLECTION	193,020	1,186,560	32,120		Refuse-Collection	1,411,700
SANITATION-DISPOSAL	101,980	559,407	166,939	17,100	Refuse-Disposal	845,426
DRAINAGE		40,764			General	40,764
WATER	291,390	1,482,412	256,424(D)	23,520	Water	2,053,746
MECHANICAL MAINTENANCE		1,142,546	475,453(D)		Equipment	1,617,999
PARKING DISTRICT		2,101			District	2,101
STOWELL CENTER		8,857			Maintenance District	8,857
PARKING AUTHORITY		220,794		2,251,447	General	2,472,241
SMAT		434,242	51,524(D)		Trans. Devp. Act	485,766

NOTE: The above information should not be used as final audit figures but are reasonably accurate for the purpose of this summary.

(D) Depreciation

APPENDIX C

PERSONNEL NOTES

The total permanent employees working in the Public Works Department for all divisions during fiscal year July 1, 1984, to June 30, 1985, were 95.

The number of positions vacated in the department as a result of employees who either retired or left the City for personal reasons consisted of the following:

1 -	Assistant Director	Jeffrey S. Sinn	Left City	06/14/85
1 -	Field Supervisor	Pete Miranda	Retired	08/11/84
1 -	Electrician II	William Walker	Deceased	11/06/84
1 -	Fleet Analyst	Larry Williams	Left City	10/27/84
1 -	Engineering Aide	Phyllis Chandler	Left City	10/27/84
1 -	Laborer III**	Chris Rogers	Left City	10/20/84
2 -	Maintenance Worker III	Augustin Cadriel	Left City	01/05/85
		Michael Chavez	Deceased	06/30/84
3 -	Maintenance Worker II	Henry Vasquez	Left City	04/08/85
		Tiburcio Uriarte	Left City	04/05/85
		Steven P. Peffly	Left City	10/27/84
1 -	Heavy Equipment Operator	Lawrence Kurtz	Left City	12/14/84
1 -	WWTP Operator	John Stevens	Left City	01/28/85
1 -	Account Clerk I	William J. Kelly	Retired	05/31/85
2 -	Assistant Clerk*	Cheryl Rios	Left City	09/17/84
		Martha Velasco	Left City	04/26/85
2 -	Clerk*	Steven Willis	Left City	09/22/84
		Kelly Howlett	Left City	03/08/85
2 -	Custodian*	Nancy Wagoner	Left City	02/15/85
		Kenneth Carroll	Left City	05/22/85
1 -	Work Aide*	David Davis	Left City	08/21/84

*Permanent Part Time Employees
**Part Time Employees

The above constitutes a turnover rate of 14% for all employees who left the Public Works Department during the fiscal year.

Assistant Director of Public Works, Jeffrey S. Sinn, departed from our staff to become the Assistant City Engineer for the City of Fountain Valley on June 14, 1985. This caused us to pause and make grateful acknowledgment of Jeff's many contributions to the City since his employment which commenced on May 19, 1980, coming to us from the City of Garden Grove. Over the approximate five-year period, with his primary responsibility being in charge of the Administrative and Engineering Division, he supervised the design and construction of $16.5 million dollars worth of public improvements in the community. Most notable activities during his tenure, which included administration of many water systems, storm drain and street projects plus implementation of microcomputer and computer terminal equipment in the Public Works office, were the $6.5 million wastewater treatment, $1.1 million wastewater disposal, $1.2 million senior citizen center and $0.98 million McElhany storm drain projects.

Summer programs were provided and training was carried out for a total of nine Works Aides of primarily high school age young adults in the following areas:

3 - Building Maintenance
3 - Street & Sewer
2 - Wastewater Treatment
1 - Water
9 - Total

Eight employees worked in the Public Works Department under the Neighborhood Youth Corps Program, which is financially supported by State funds to provide work experience and financial aid.

2 - Building Maintenance
6 - Sanitation
8 - Total

EMPLOYEE ROSTER

DIRECTOR OF PUBLIC WORKS
REESE N. RIDDIOUGH

ASSISTANT DIRECTOR OF PUBLIC WORKS
JEFFREY S. SINN

ADMINISTRATIVE

PERSONNEL
Albright, Kathy
Baichtal, Amy
**Gray, Sherra

STREETS & SEWERS

SUPERINTENDENT
Galvan, Tony

SUPERVISOR
Claborn, Dale
Olivera, Ted

PERSONNEL
Cadriel, Agustin
Cargill, John
Crakes, Tom
Flores, Henry
Johnson, Robert
Johnson, Steven
**Maggio, Marvin
Martinez, Mario
Nartatez, John
Pantoja, Anthony
Rivera, Flores
Smith, Ron
Soto, Percy
**Stahl, Craig
Torres, Jesse
Ujano, Robert
Valadez, Fernando
Velasquez, Dario

WATER

SUPERINTENDENT
Smith, Jesse

SUPERVISOR
Morse, Carmel
Perry, James

PERSONNEL
Barnette, Ralph
Boyle, Ralph
Bryant, Wayne
Cargill, Jim
Edgington, Rick
Gerletti, Marvin
Macy, Steve
Madison, Melvin
Ortiz, Daniel
Rose, Brett
Vasquez, Henry
Wright, Frank

* Part Time
**Permanent Part Time

BUILDINGS

SUPERINTENDENT
Anderson, Norman

PERSONNEL
*Almaguer, Tony
*Barber, Beaty
*Biltz, Janet
*Carroll, Kenneth
*Cossa, Gary
*Galvan, Jr., Tony
*Gooding, Joyce
*Guerrero, Mario
*Harper, Joyce
*Johnson, Fred
Johnson, Roy
Marsh, Harold
*Reber, Nannette
Robinson, Robert
Roth, Robert
*Salgado, Joe
Stockton, Loy
*Velasquez, Ofelia
*Wagoner, Nancy

ENGINEERING

PERSONNEL
*Condiff, Ted
Diaz, Lee
Kirkpatrick, Mike
Palato, Carmen
Pantoja, Henry
Rios, Jr., Harold
Rubcic, Dave
Soares, Herbert
Ujano, Lorenzo
Wall, Robert
Zuspan, John

WASTEWATER TREATMENT

SUPERINTEDENT
Middleton, Ben

SUPERVISOR
Jakobson, Russell

PERSONNEL
Alloway, Anne
Bernier, Dennie
*Evangelista, Dean
Herman, Gary
Karr, Paul
LaMoreaux, Tom
Moya, Mark
Stevens, John

SANITATION

SUPERINTENDENT
Noble, Bill

SUPERVISOR
Brown, Billy
Montes, Albert

PERSONNEL
Anaya, Ernest
**Astorga, Manual
Brown, Lewis
Carrell, Bryan
Coleman, Sheryl
Cyr, William
Flores, Ruben
Hernandez, Rudy
Kelly, Bill
Knopf, Mike
Lester, William
Limon, Arthur
**Lodes, Lance
Lopez, Silvestre
Medrano, Ronald
Meriot, Francis
Moreno, Mark
**Reyes, Miguel
**Rodriguez, Mark
Sanchez, Gregory
Shearer, William
Torres, Joe

MECHANICAL MAINTENANCE

SUPERINTENDENT
Ramirez, Hank

SUPERVISOR
Merino, George

PERSONNEL
Azcarate, Larry
Boyd, Dean
Bracamonte, Daniel
*Castillo, Saul
Galvin, Robert
Hart, George
*Janikowski, Mike
*Lopez, David
Mathews, Robert
Martin, Jerry
Uriarte, Tiburcio
Wolf, Marcelino

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